



BOARD OF HEALTH

Monthly Meeting: August 27, 2021 – 9:30 a.m.

Cadillac Office

521 Cobb Street, Cadillac

A G E N D A

- I. Call to Order.....Jim Maike, Chair
- II. Roll Call
- III. Review and Approval of the Agenda
- IV. Review and Approval of Board of Health Meeting Minutes.....July 30, 2021
- V. Public Comment
- VI. Committee Reports
 - A. Executive Committee.....Jim Maike
 - B. Finance Committee.....Ray Steinke
 - 1. *Approve July Accounts Payable and Payroll*.....Action Item
 - 2. *FY22 Budget – for approval at September meeting*
 - C. Personnel Committee.....Hubert Zuiderveen
 - D. Legislative Committee.....Shelley Pinkelman
- VII. Board Presentation.....
- VIII. Administration Reports
 - A. Medical Director.....Dr. Jennifer Morse, MD
 - B. Deputy Health OfficerSarah Oleniczak
 - C. Health Officer.....Kevin Hughes
 - 3. *Failed Septic System*Action Item
- IX. Next Board of Health Meeting: Friday, September 24, 2021, at 9:30 a.m.
- X. Adjournment



BOARD OF HEALTH

Meeting Minutes

July 30, 2021

Additional Meeting Materials: Copies of the July 26, 2021 Board Personnel Committee Meeting minutes were distributed to those attending the meeting in person. Opioid Use Presentation shared as part of the meeting agenda as noted below.

I. **Call to Order:** Jim Maike, Chair, called the meeting to order at 9:30 a.m.

II. **Roll Call**

Members Present – In Person: Ron Bacon, Christine Balulis, Betty Dermeyer, Paul Erickson, Laurie Jamison, Pauline Jaquish, Brian Kolk, Nick Krieger, Phil Lewis, Jim Maike, Judy Nichols, Tom O'Neil, Roger Ouwinga, Richard Schmidt, Ray Steinke, James Sweet, Gary Taylor, Hubert Zuiderveen

Members – Online: Robert Baldwin

Members Excused: Dave Comai, Dawn Martin, Martha Meyette, Shelley Pinkelman

Member Absent:

Staff – In-Person: Kevin Hughes, Christine Lopez, Dr. Jennifer Morse, Anne Bianchi, Sarah Oleniczak, Jordon Powell, Tom Reichard

Public: None

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

IV. **Approval of the Meeting Minutes.** Motion by Roger Ouwinga, seconded by Phil Lewis, to approve the minutes of the June 25, 2021 meeting. Motion carried.

V. **Public Comment:** None

VI. **Committee Reports**

A. Executive Committee. No report. The need for a meeting was identified and will be scheduled for September or October to address renewal of the Health Officer contract.

B. Finance Committee. Did not meet. Christine Lopez, Administrative Services Director, reviewed the financial report for the month ended June 30, 2021. The balance sheet showed cash balance of \$10.9 million, and a total fund balance of \$8.25 million. Total revenues for the month were just over \$1.5 million, with expenses of almost \$1.68 million. Lopez reported actual collections for the administration of the COVID-19 vaccine totaled \$1.38 million.

- Approve Accounts Payable and Payroll. Motion by Ray Steinke, seconded by Betty Dermeyer, to approve the May accounts payable and payroll total of \$1,403,815.12.

Roll Call Vote

| | | | |
|-------------------|-----|----------------|-----|
| Ron Bacon | Yes | Robert Baldwin | Yes |
| Christine Balulis | Yes | Betty Dermeyer | Yes |

| | | | |
|-------------------|-----|----------------|-----|
| Paul Erickson | Yes | Laurie Jamison | Yes |
| Pauline Jaquish | Yes | Bryan Kolk | Yes |
| Nick Krieger | Yes | Phil Lewis | Yes |
| Jim Maike | Yes | Judy Nichols | Yes |
| Tom O'Neil | Yes | Roger Ouwinga | Yes |
| Richard Schmidt | Yes | Ray Steinke | Yes |
| James Sweet | Yes | Gary Taylor | Yes |
| Hubert Zuiderveen | Yes | | |

Motion carried.

- C. Personnel Committee. Kevin Hughes reviewed the minutes from the Personnel Committee meeting of July, 26, 2021. A summary of the HUB presentation was presented. A list of concerns from staff and the copy of the presentation will be shared upon request. A question was raised on the fee of the insurance representation. Hughes will research this amount. The HUB representative's commission is determined by the health insurance company.
- D. Legislative Committee. Kevin Hughes reported on House Bill 4561. This is the House's version of addressing food licenses and the food service license refund bill. He noted that this only relates to the portion of the fee that goes to MDARD. It would not refund the cost of the license fee that comes to the local health department. The refund would be at the State level. Hughes stated that he had no idea if this will move forward.

Unlock Michigan Group submitted petition drive to the legislature for eliminating the ability of the governor to extend emergency orders. Language at the board of canvassers includes limiting the authority of the State Health Department and LHD to 28 days then would have to go back to the legislative process to extend. This could create significant difficulties in our ability to respond to public health emergencies. Some opposition groups are trying to demonstrate that these decisions should be left to health care folks vs legislative folks. MALPH is trying to not get in middle of this if possible. If ballot initiative would be November of 2022.

Senate bill proposals 600, 602 and 603 were reviewed - 600 and 602 refer to modifying school education code that would not mandate a vaccine that is under emergency use authorization (EUA). Proposed 603 would amend the public health code to not allow an entity to require a vaccine if not vaccinated. Language in the bills reference vaccines that are EUAs. If vaccines become fully approved, the bills become nothing at that point. Will continue to monitor and keep the board appraised.

Kevin shared that Dr. Morse recently held the first schools call for 19 counties as they prepare to get back in session. There are no requirements on schools for masking and social distancing. We will continue to make our recommendations to the schools. There are school requirements in the Public Health Code regarding CD reporting which includes COVID, along with supporting a safe learning environment and excluding students who are contagious. The Public Order from October is still in effect - which requires schools to report on school cases and employers still have to follow guidelines to protect their employees.

- VII. Board Presentation - "Eyes on the Epidemic: Opioid Use & Prevention in DHD#10 Counties" - Jordan Powell, MPH, DHD#10 Epidemiologist provided a review of a new dashboard released on local data specific to the toll of opioids in our jurisdiction.
- VIII. Program Reports: Written reports were provided for Environmental Health and Family Health Divisions. Written program reports will be provided on a quarterly basis.

Environmental Health

Kevin Hughes summarized the EH program report including the Quality Assurance report and EH activities provided by county, noting that activities continue to be on the increase. Information on food establishment licenses numbers were shared with 959 food licenses have been issued. Hughes noted that in 2018 we had 76 facilities that closed; in 2019 it was 84, in 2020 it was down to 57 and in 2021 there have been 62 establishments closed to date - this is around 7%. At the same time there have been 31 new establishments in 2021. The health

department was notified of an algae bloom in Croton/Hardy Dam area. For next month another failed septic issue will be presented at the BOH meeting.

Family Health

Anne Bianchi summarized the Family Health Division report. Emergency order extended the WIC USDA waivers. WIC Clients do not have to present in person to the clinic to get enrolled into the program. A hybrid method has been started to support client access. Families have a choice to come in for services as needed. Breastfeeding data – this has been an uninterrupted service during COVID and we have seen an increase in BF duration since the pandemic started. August is Breast Feeding month and activities to promote the benefits are planned. Staff highlights were shared. Anne shared on new staff joining the team. The Home Visiting staff transitioned back to home visiting from supporting the COVID Clinics in the past month. Telehealth, telephonic and home visits are being provided to best meet the needs of the clients. The clinical division transitioned from COVID to clinical and public health work. COVID Immunization services have been incorporated into our other immunization clinics.

Community Health

No written report. Sarah Oleniczak shared that Most programs are behind in workplan objectives as a result of COVID response efforts and are working this next quarter to catch up.

IX. Administration Reports

- A. Medical Director. Dr. Jennifer Morse summarized her written report, “Consequences of Pandemic on Healthcare”

Dr. Morse discussed how the delay in access to healthcare has or will result in other consequences to individual’s health. Dr. Morse recommends the scheduling of any healthcare appointments that may be overdue. She also recommends a review of lifestyle to see if it may need some tune-ups.

- Motion to approve recommendations: Motion by Ray Steinke, seconded by Ron Bacon. Motion carried.

- B. Deputy Health Officer. Sarah Oleniczak shared a COVID-19 Jurisdiction Wide Monthly Summary for June of 2021 and DHD#10 Vaccination Progress informational summary. The Community Health staff continue to support promotion of COVID vaccine and working with communities, businesses and events to plan pop-up clinics across the jurisdiction in an effort to increase vaccination rates locally. Sarah encouraged BOH members to share that if anyone is interested in hosting a clinic, the request form is on our agency website. In addition, a grant was recently awarded from the Fremont Area Community Foundation for a targeted mailing campaign to address vaccine hesitancy focusing on available resources for local vaccinations in Mecosta and Newaygo County.

- C. Health Officer. Kevin Hughes highlighted his written report. COVID Summary and vaccination summary shared. This report is emailed weekly to key stakeholders across the jurisdiction. Hughes was appointed to the Spectrum Community Board effective January 2022. The staff employee “Well Being” day will be Friday, September 10th in Manistee. Designed to be stress reduction and appreciation event with a speaker that will address stress management and well-being. Looking at the agency staff meeting to be held in November. The agency has worked to return to “normal” operations beginning July 1, 2021. Kevin Hughes has been attending county commission meetings to provide a DHD#10 Agency Update. MDHHS has recently provided \$45,000 in addition funding this month to support upgrading the equipment in our water lab.

X. Other Business

Questions and discussion on 4H and food regulations for children and workers at county fairs ensued with Tom Reichard clarifying that these events that are not open to the public do not fall under the food code. Tom will follow up with local staff to assure appropriate guidance

Jim Maike asked Kevin Hughes to attend a Northern MI Counties meeting to talk about PFAS. He shared that the feds have moving toward requiring employees to have the COVID vaccine. He asked the percentage of

DHD#10 staff that have been vaccinated. Kevin will find out the percentage of vaccinated staff and shared that as of now, the health department is not mandating the vaccine.

XI. Next Meeting

The next regular meeting of the Board of Health is scheduled for Friday, August 27, at 9:30 a.m. at the Cadillac Office.

Adjournment

Jim Maike adjourned the meeting at 11:19am

Jim Maike, Chair *Date*

Judy Nichols, Secretary *Date*

District Health Department #10
Balance Sheet
July 31, 2021

Prepared by:
Christine Lopez, MBA
Administrative Services Director

ASSETS

Current Assets

| | |
|----------------------|---------------------|
| Cash | 10,063,796.24 |
| Due from State | 1,240,874.34 |
| Due From Others | <u>1,296,937.88</u> |
| Total Current Assets | 12,601,608.46 |

Other Assets

| | |
|--------------------|-------------------|
| Inventory | 273,153.00 |
| Prepaid Expense | <u>205,498.26</u> |
| Total Other Assets | <u>478,651.26</u> |

| | |
|--------------|----------------------|
| Total ASSETS | <u>13,080,259.72</u> |
|--------------|----------------------|

LIABILITIES

Current Liabilities

| | |
|------------------------------|-------------------|
| Accounts Payable | 120,050.53 |
| Payroll Taxes/Deductions Due | 237,112.15 |
| Accrued Wages | <u>310,537.80</u> |
| Total Current Liabilities | 667,700.48 |

Other Liabilities

| | |
|-------------------|---------------------|
| Deferred Revenue | <u>4,680,858.40</u> |
| Total LIABILITIES | 5,348,558.88 |

FUND BALANCE

| | |
|--------------------------|---------------------|
| Fund Balance | 7,366,273.80 |
| Increase in Fund Balance | <u>365,427.04</u> |
| Total FUND BALANCE | <u>7,731,700.84</u> |

| | |
|------------------------------|----------------------|
| LIABILITIES AND FUND BALANCE | <u>13,080,259.72</u> |
|------------------------------|----------------------|

District Health Department #10
Statement of Revenues and Expenditures
From 07/01/2021 Through 07/31/2021

| | Current Month | YTD Actual | Budget | Percent Budget Remaining | Total Budget Variance |
|---|---------------|------------|---------|-----------------------------|--------------------------|
| Revenues | | | | | |
| State & Federal Funding | | | | | |
| Adolescent Health Center - Lake City Clinical | - | 70,744.15 | 135,000 | (47.60)% | (64,255.85) |
| Adolescent Health Center - Mason County Eastern | 17,135.70 | 52,689.18 | 135,000 | (60.97)% | (82,310.82) |
| Beach Monitoring | 4,243.84 | 11,500.00 | 11,500 | 0.00% | - |
| Breast Cervical Cancer Control Program | 15,531.72 | 74,800.00 | 114,400 | (34.62)% | (39,600.00) |
| Brethren High School Mental Health Grant | 40,000.17 | 90,418.17 | 100,000 | (9.58)% | (9,581.83) |
| Childrens Special Health Care Services | - | 177,676.00 | 208,393 | (14.74)% | (30,717.00) |
| Chippewa Hills School Mental Health Grant | 41,016.48 | 86,820.94 | 100,000 | (13.18)% | (13,179.06) |
| CJS Alliance | 5,702.07 | 17,362.81 | 23,466 | (26.01)% | (6,103.19) |
| Communicable Disease | 48,134.63 | 229,322.28 | 359,030 | (36.13)% | (129,707.72) |
| Community Health | - | - | 10,000 | (100.00)% | (10,000.00) |
| COVID MI Supplemental Funding | - | 922,704.00 | 922,704 | 0.00% | - |
| COVID Vaccination Clinic | - | 178,133.00 | 178,133 | 0.00% | - |
| COVID19 Influenza Vaccination Supplemental | - | 81,311.00 | 81,311 | 0.00% | - |
| CRF Immunizations COVID Response CRFIMM | - | 85,713.00 | 85,713 | 0.00% | - |
| CRF LHD Contact Tracing CRFLCT | - | 180,556.00 | 180,556 | 0.00% | - |
| CRF LHD Testing CRFLT | - | 150,007.00 | 150,007 | 0.00% | - |
| Cross Jurisdictional Sharing Admin | - | 144.72 | 44,530 | (99.68)% | (44,385.28) |
| CSHCS Care Coordination Case Mgmt | (316.58) | 26,776.34 | 50,000 | -46.45% | (23,223.66) |
| Dental Partnering for Heart Health | 4,502.00 | 103,492.00 | 138,000 | (25.01)% | (34,508.00) |
| Dental Sealants | 6,271.46 | 17,742.13 | 30,000 | (40.86)% | (12,257.87) |
| Drinking Water | 29,972.89 | 277,726.45 | 448,757 | (38.11)% | (171,030.55) |
| ELC COVID Contact Tracing Testing Coordination | 11,768.88 | 740,737.86 | 850,556 | (12.91)% | (109,818.14) |
| ELC COVID Infection Prevention - CELC | - | 90,000.00 | 90,000 | 0.00% | - |
| Emergency Preparedness | 19,257.61 | 140,917.61 | 160,591 | (12.25)% | (19,673.39) |
| Family Planning | 7,963.00 | 336,308.00 | 382,235 | (12.02)% | (45,927.00) |
| Food Service | 54,724.05 | 325,515.05 | 370,791 | (12.21)% | (45,275.95) |
| General EH - Campgrounds | - | 5,250.00 | 5,950 | (11.76)% | (700.00) |
| General EH - DHHS Inspection | 1,820.00 | 30,535.00 | 55,900 | (45.38)% | (25,365.00) |
| General EH - Pools & Spas | - | - | 5,400 | (100.00)% | (5,400.00) |
| Grayling Water Recovery | 248.84 | 14,992.07 | 70,233 | (78.65)% | (55,240.93) |
| Harm Reduction | 6,005.04 | 24,485.25 | 50,000 | (51.03)% | (25,514.75) |
| Harm Reduction Support | 1,193.70 | 43,849.29 | 70,000 | (37.36)% | (26,150.71) |
| Hart High School Mental Health Grant | 64,509.54 | 98,435.57 | 100,000 | (1.56)% | (1,564.43) |
| Hearing | 10,034.63 | 60,141.45 | 74,143 | (18.88)% | (14,001.55) |
| HIV Prevention | 6,010.25 | 14,714.19 | 45,000 | (67.30)% | (30,285.81) |
| Imms VFC/INE | 1,250.00 | 15,600.00 | 17,800 | (12.36)% | (2,200.00) |
| Immunizations | - | 207,484.00 | 307,484 | (32.52)% | (100,000.00) |
| Immunizations IAP | 8,666.71 | 65,224.03 | 108,280 | (39.76)% | (43,055.97) |
| Immunizations Vaccine Quality Assurance | 4,345.05 | 43,757.20 | 54,660 | (19.95)% | (10,902.80) |
| Lead Home Visiting | - | 201.58 | 500 | (59.68)% | (298.42) |
| MCH Women | - | 54,727.95 | 78,000 | (29.84)% | (23,272.05) |
| MCIR | 13,767.26 | 114,278.58 | 175,000 | (34.70)% | (60,721.42) |
| Medicaid Outreach | - | 320,629.82 | 463,728 | (30.86)% | (143,098.18) |
| MI Home Visiting IRE (HFA) | 33,132.61 | 340,285.32 | 569,651 | (40.26)% | (229,365.68) |
| Non Community Water | 15,041.00 | 150,410.00 | 230,492 | (34.74)% | (80,082.00) |
| On-Site Sewage - Septic Systems | - | 135,861.67 | 387,374 | (64.93)% | (251,512.33) |
| PFAS Rothbury | - | 12,365.28 | 18,982 | (34.86)% | (6,616.72) |
| Prosperity Grant/CLPP | 4,764.16 | 27,410.93 | 40,000 | (31.47)% | (12,589.07) |
| Rural Health Network - CHIR | 2,809.00 | 53,170.00 | 90,000 | (40.92)% | (36,830.00) |
| STI Clinics | (6,564.65) | 45,000.00 | 45,000 | 0.00% | - |
| Tobacco Grant | 7,784.88 | 29,954.95 | 40,000 | (25.11)% | (10,045.05) |
| Vision | 9,162.63 | 70,808.00 | 75,808 | (6.60)% | (5,000.00) |
| WIC Migrant | 520.18 | 98,000.00 | 98,000 | 0.00% | - |

District Health Department #10
Statement of Revenues and Expenditures
From 07/01/2021 Through 07/31/2021

| | Current Month | YTD Actual | Budget | Percent Budget Remaining | Total Budget Variance |
|--|---------------|--------------|------------|-----------------------------|--------------------------|
| WIC Peer Counselor | 32,853.95 | 213,935.25 | 297,969 | (28.20)% | (84,033.75) |
| WIC Resident | 140,472.48 | 1,208,526.87 | 1,570,745 | (23.06)% | (362,218.13) |
| Wisewoman Coordination | 14,728.34 | 52,241.49 | 25,000 | 108.97% | 27,241.49 |
| Zika Virus Mosquito Surveillance | - | - | 18,000 | (100.00)% | (18,000.00) |
| Total State & Federal Funding | 679,610.22 | 8,022,540.13 | 10,549,772 | -23.96% | (2,527,231.87) |
| Other Funding | | | | | |
| Administration | 2,527.50 | 2,527.50 | 5,055 | (50.00)% | (2,527.50) |
| Administrative Leave | - | 36,735.41 | - | 0.00% | 36,735.41 |
| Adolescent Health Center - Crawford | 25,581.00 | 135,000.00 | 135,000 | 0.00% | - |
| Adolescent Health Center - Lake City Clinical | 60,000.00 | 60,000.00 | - | 0.00% | 60,000.00 |
| Adolescent Health Center - Wexford | 39,129.00 | 195,000.00 | 195,000 | 0.00% | - |
| Adolescent Health Center Oceana | 25,120.00 | 195,000.00 | 195,000 | 0.00% | - |
| Agnes Taylor Fund | - | - | 2,321 | (100.00)% | (2,321.00) |
| AHC Imms Cadillac | - | 27,232.00 | - | 0.00% | 27,232.00 |
| AHC Imms Grayling | - | 32,830.00 | - | 0.00% | 32,830.00 |
| AHC Imms Mesick/Manton | - | 35,744.00 | - | 0.00% | 35,744.00 |
| AHC Imms Shelby | - | 40,000.00 | - | 0.00% | 40,000.00 |
| Beach Monitoring - Other | - | 3,000.00 | 3,000 | 0.00% | - |
| Building Lease Cadillac | 8,600.00 | 86,000.00 | 103,200 | (16.67)% | (17,200.00) |
| Building Lease Hart | 5,300.00 | 53,000.00 | 63,600 | (16.67)% | (10,600.00) |
| CATCH Grant | 165.74 | 15,826.83 | 26,287 | (39.79)% | (10,460.17) |
| CCL HUB | - | 95,000.00 | 95,000 | 0.00% | - |
| CD Billing Counties | - | 949.10 | 2,500 | (62.04)% | (1,550.90) |
| Census Grant | - | 2,125.19 | - | 0.00% | 2,125.19 |
| CHA Needs Assessment | 12,120.00 | 53,078.00 | 30,000 | 76.93% | 23,078.00 |
| CHIR - Communications | - | 11,687.00 | 11,227 | 4.10% | 460.00 |
| CHIR BBO EVEN | - | 2,500.00 | 2,500 | 0.00% | - |
| Community Health | 7,500.00 | 16,516.00 | 6,000 | 175.27% | 10,516.00 |
| COVID MI Supplemental Funding | - | 23,388.90 | - | 0.00% | 23,388.90 |
| CSHCS Thorton Fund Kalkaska | - | 100.00 | 6,498 | (98.46)% | (6,398.00) |
| Dental Outreach | - | 11,736.73 | 30,000 | (60.88)% | (18,263.27) |
| Early On Oceana | - | 484.40 | 250 | 93.76% | 234.40 |
| Finance | - | 118,443.36 | 118,444 | (0.00)% | (0.64) |
| Gambling Disorder Prevention Project Grant | 2,238.00 | 18,195.00 | 24,300 | (25.12)% | (6,105.00) |
| Grayling School Mental Health | - | 23,405.97 | 30,000 | (21.98)% | (6,594.03) |
| Healthy Families America - Manistee/Missaukee | 11,212.00 | 104,185.00 | 154,146 | (32.41)% | (49,961.00) |
| Immunizations | - | 225.00 | 305,500 | (99.93)% | (305,275.00) |
| LiveWell for your Heart | (4,511.07) | 12,093.00 | 100,000 | (87.91)% | (87,907.00) |
| MCDC | 109,013.88 | 466,580.15 | 800,000 | (41.68)% | (333,419.85) |
| Medical Marihuana Operations and Oversight Grant | 12,504.00 | 43,077.00 | 5,938 | 625.45% | 37,139.00 |
| Oceana LEADS | 6,719.00 | 46,636.00 | - | 0.00% | 46,636.00 |
| PFS Mason | 15,523.00 | 36,453.00 | 42,500 | (14.23)% | (6,047.00) |
| PFS Oceana | 11,168.00 | 23,210.00 | 42,500 | (45.39)% | (19,290.00) |
| Prevention | 9,156.00 | 71,243.00 | 112,518 | (36.68)% | (41,275.00) |
| Prevention Grant Missaukee | 3,318.00 | 16,367.00 | 20,854 | (21.52)% | (4,487.00) |
| Prevention Grant Wexford | 7,460.00 | 35,283.00 | 43,472 | (18.84)% | (8,189.00) |
| Rotary Charities | 4,581.00 | 19,059.00 | 25,000 | (23.76)% | (5,941.00) |
| Rx for Health | (38,819.23) | 26,828.06 | 250,000 | (89.27)% | (223,171.94) |
| School Wellness Center | 6,021.00 | 122,935.00 | 150,000 | (18.04)% | (27,065.00) |
| SH Coalition Support Missaukee | 649.00 | 7,180.00 | 8,230 | (12.76)% | (1,050.00) |
| SH Coalition Support Wexford | 2,126.00 | 12,456.00 | 19,215 | (35.18)% | (6,759.00) |
| Snap Ed Full-Year | 10,852.29 | 60,114.77 | 92,710 | (35.16)% | (32,595.23) |
| State Opioid Response (SOR) Lake | 1,991.00 | 5,415.00 | 10,000 | (45.85)% | (4,585.00) |
| State Opioid Response (SOR) Mason | 162.00 | 5,827.00 | 20,000 | (70.86)% | (14,173.00) |

District Health Department #10
Statement of Revenues and Expenditures
From 07/01/2021 Through 07/31/2021

| | Current Month | YTD Actual | Budget | Percent Budget Remaining | Total Budget Variance |
|---|---------------|---------------|------------|-----------------------------|--------------------------|
| State Opioid Response (SOR) Oceana | 286.00 | 7,078.00 | 15,000 | (52.81)% | (7,922.00) |
| Substance, Education and Awareness (SEA) Coalition - Tobacco/ENDS Education | 3,000.00 | 8,000.00 | - | 0.00% | 8,000.00 |
| Vaccine Marketing | - | 1,310.00 | - | 0.00% | 1,310.00 |
| WIC Resident | 12,000.00 | 12,000.00 | - | 0.00% | 12,000.00 |
| | - | 200.00 | 200 | 0.00% | - |
| Total Other Funding | 372,693.11 | 2,439,260.37 | 3,302,965 | (26.15)% | (863,704.63) |
| Billing Revenue | | | | | |
| Adolescent Health Center - Crawford | (32,274.82) | 33,493.96 | 35,754 | (6.32)% | (2,260.04) |
| Adolescent Health Center - Lake City Clinical | (9,185.58) | 11,464.42 | 5,000 | 129.29% | 6,464.42 |
| Adolescent Health Center - Mason County Eastern | (630.00) | 1,420.00 | 5,000 | (71.60)% | (3,580.00) |
| Adolescent Health Center - Wexford | (32,874.62) | 32,925.95 | 51,555 | (36.13)% | (18,629.05) |
| Adolescent Health Center Oceana | (53,600.49) | 50,112.76 | 57,463 | (12.79)% | (7,350.24) |
| BCCCP Direct | (5,257.03) | 1,491.86 | 7,500 | (80.11)% | (6,008.14) |
| Breast Cervical Cancer Control Program | (3,164.56) | 6,446.04 | 5,000 | 28.92% | 1,446.04 |
| Brethren High School Mental Health Grant | (13,258.21) | 21,761.61 | 10,000 | 117.62% | 11,761.61 |
| CCL HUB | 13,658.00 | 144,258.00 | 150,000 | (3.83)% | (5,742.00) |
| Chippewa Hills School Mental Health Grant | (17,607.65) | 16,473.69 | 10,000 | 64.74% | 6,473.69 |
| COVID MI Supplemental Funding | 60,285.96 | 1,439,960.62 | 400,000 | 259.99% | 1,039,960.62 |
| COVID Vaccination Clinic | - | 22,738.80 | 200,000 | (88.63)% | (177,261.20) |
| Dental Varnish | - | 49.00 | - | 0.00% | 49.00 |
| Family Planning | (36,372.44) | 105,410.91 | 91,110 | 15.70% | 14,300.91 |
| Hart High School Mental Health Grant | (26,048.73) | 21,371.47 | 10,000 | 113.71% | 11,371.47 |
| Hearing | (4,004.80) | 4,096.80 | 3,500 | 17.05% | 596.80 |
| Immunizations | - | 138,055.63 | 400,000 | (65.49)% | (261,944.37) |
| Lead Hemoglobin | (211.65) | 492.40 | - | 0.00% | 492.40 |
| Maternal Infant Health Program | (16,569.16) | 324,854.39 | 502,500 | (35.35)% | (177,645.61) |
| MCH Women | - | 318.30 | - | 0.00% | 318.30 |
| School Wellness Center | (34,800.76) | 33,146.71 | 47,132 | (29.67)% | (13,985.29) |
| STI Clinics | (4,771.53) | 1,269.12 | 5,400 | (76.50)% | (4,130.88) |
| Vision | (3,949.20) | 4,401.60 | 3,500 | 25.76% | 901.60 |
| Wisewoman Coordination | (7,000.00) | 6,210.00 | 5,000 | 24.20% | 1,210.00 |
| Total Billing Revenue | (227,637.27) | 2,422,224.04 | 2,005,414 | 20.78% | 416,810.04 |
| Medicaid Cost Settlement | | | | | |
| Medicaid Cost Report | - | 600,000.00 | 1,800,000 | (66.67)% | (1,200,000.00) |
| Total Medicaid Cost Settlement | - | 600,000.00 | 1,800,000 | (66.67)% | (1,200,000.00) |
| Environmental Health Revenue | 153,565.33 | 1,513,170.07 | 1,374,040 | 10.13% | 139,130.07 |
| Appropriations | 247,873.36 | 2,478,733.60 | 2,974,480 | (16.67)% | (495,746.40) |
| Other Revenue | | | | | |
| MMRMA Distribution | - | 39,642.00 | 39,642 | 0.00% | - |
| Workers Compensation Dividends | - | 23,564.00 | 23,564 | 0.00% | - |
| Other | 10,540.70 | 103,464.05 | 128,500 | (19.48)% | (25,035.95) |
| Total Other Revenue | 10,540.70 | 166,670.05 | 191,706 | (13.06)% | (25,035.95) |
| Total Revenues | 1,236,645.45 | 17,642,598.26 | 22,198,377 | -20.52% | (4,555,778.74) |

District Health Department #10
Statement of Revenues and Expenditures
From 07/01/2021 Through 07/31/2021

| | Current Month | YTD Actual | Budget | Percent Budget Remaining | Total Budget Variance |
|----------------------------------|---------------------|----------------------|-------------------|-----------------------------|--------------------------|
| Expenses | | | | | |
| Wages | 888,457.91 | 8,966,418.28 | 11,308,823 | 20.71% | 2,342,404.72 |
| Fringes | 407,238.96 | 4,131,854.64 | 5,175,818 | 20.17% | 1,043,963.36 |
| Travel | 36,348.08 | 279,913.74 | 546,174 | 48.75% | 266,260.26 |
| Supplies | 62,510.84 | 619,411.48 | 1,389,883 | 55.43% | 770,471.52 |
| Contractual | 91,930.72 | 432,238.44 | 899,938 | 51.97% | 467,699.56 |
| Communications | 5,123.08 | 246,843.74 | 393,391 | 37.25% | 146,547.26 |
| Printing/Publishing | 3,621.66 | 143,063.00 | 81,143 | (76.31)% | (61,920.00) |
| Education/Training | 1,634.35 | 13,718.28 | 47,125 | 70.89% | 33,406.72 |
| Liability Insurance | 8,428.17 | 85,456.66 | 90,491 | 5.56% | 5,034.34 |
| Maintenance | 19,545.32 | 332,012.77 | 430,009 | 22.79% | 97,996.23 |
| Space | 107,601.96 | 1,084,619.60 | 1,302,704 | 16.74% | 218,084.40 |
| Capital Outlay | 4,826.49 | 336,040.44 | 258,528 | (29.98)% | (77,512.44) |
| County DSH/Dental | 122,913.88 | 605,580.15 | 966,800 | 37.36% | 361,219.85 |
| Total Expenses | <u>1,760,181.42</u> | <u>17,277,171.22</u> | <u>22,890,827</u> | <u>24.52%</u> | <u>5,613,655.78</u> |
| Increase (Decrease) Fund Balance | <u>(523,535.97)</u> | <u>365,427.04</u> | <u>(692,450)</u> | | |

** Revenue Adjustments were made to reflect a modified accrual approach for billing revenue

District Health Department #10
Aged Receivable Report 07/01/2021 - 07/31/2021

| | Balance | Current | 31-60 Days | 61-90 Days | 91+ Days |
|-------------------------|---------------------|---------------------|-------------------|-------------------|-------------------|
| Due From Billing | 507,808.00 | 232,608.00 | 114,200.00 | 93,500.00 | 67,500.00 |
| Due From County | 28,321.53 | 27,659.41 | 332.80 | - | 329.32 |
| Due From Other | 740,650.92 | 391,678.40 | 145,398.21 | 88,802.03 | 114,772.28 |
| Due From State | 1,261,031.77 | 644,528.77 | 2,235.00 | - | 614,268.00 |
| Grand Total | 2,537,812.22 | 1,296,474.58 | 262,166.01 | 182,302.03 | 796,869.60 |
| Percentages | | 51.09% | 10.33% | 7.18% | 31.40% |

District Health Department #10
Cash Flow Analysis
August 20, 2021

| | August | September | October | November | December |
|--------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Beginning Cash Balance | 10,807,211 | 9,411,105 | 8,258,721 | 7,453,338 | 6,250,952 |
| Receipts: | | | | | |
| State Funding | - | 489,829 | 489,829 | 489,829 | 489,829 |
| Billing Revenue | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| EH Fees | 50,000 | 100,000 | 50,000 | 50,000 | 5,000 |
| Appropriations | - | - | 397,002 | - | - |
| Other | <u>50,000</u> | <u>150,000</u> | <u>150,000</u> | <u>150,000</u> | <u>150,000</u> |
| Total | 200,000 | 839,829 | 1,186,831 | 789,829 | 744,829 |
| Expenses: | | | | | |
| Wages | 484,293 | 968,586 | 968,586 | 968,586 | 968,586 |
| Benefits | 217,147 | 434,293 | 434,293 | 434,293 | 434,293 |
| Other | <u>894,667</u> | <u>589,334</u> | <u>589,335</u> | <u>589,336</u> | <u>589,337</u> |
| Total | 1,596,107 | 1,992,213 | 1,992,214 | 1,992,215 | 1,992,216 |
| Total Cash & Investments | <u><u>9,411,105</u></u> | <u><u>8,258,721</u></u> | <u><u>7,453,338</u></u> | <u><u>6,250,952</u></u> | <u><u>5,003,565</u></u> |

DISTRICT HEALTH DEPARTMENT NO. 10
Board of Health Listing

Accounts Payable

| | Amount | Date |
|--------------------------------|--------------|---------------|
| 21075 - 21150, 508186 - 508223 | \$986,549.66 | July - August |
| 1278 - 1280 | \$ 1,033.16 | |
| | | |
| | | |
| Total Accounts Payable | \$987,582.82 | |

Payroll

| | | |
|---------------|--------------|---------------|
| 65849 - 66300 | \$618,427.25 | July - August |
| | | |
| | | |
| | | |
| Total Payroll | \$618,427.25 | |

Total Expenditures \$1,606,010.07

District Health Department #10

BOARD OF HEALTH

Health Officer Report

August 27, 2021

1. **COVID-19 Update:** Information on current case counts and vaccination efforts will be shared at the meeting.
2. **PFAS:** We were informed by MDHHS of another PFAS site in our jurisdiction. This site is identified as the Kunnen's Landfill site in Newaygo County. A call with MDHHS has been scheduled for August 25 where additional information will be provided.
3. **MERS 2020 Actuarial Report:** We have received copies of the 2020 report. Any BOH member interested in getting a copy of this report please let me know.
4. **Benefits Administration:** We were informed by representatives from Peterson McGregor that they would not be able to provide us with a competitive proposal for Health Insurance for next year. Currently, we are awaiting a reply from Weadock & Associates on this issue.
5. **Failed Septic System:** As was shared at last Month's meeting, we have a second homeowner requesting that DHD#10 cover the replacement cost for their failed system. A summary of this situation is included for your review.

Respectfully submitted:

Kevin Hughes, MA
Health Officer

Septic System Failure
3698 E. M-115
Selma Township, Wexford County
Owner: Kevin Coon

March 7, 2017

Kevin Coon applied for a septic and well permit for his property at 3698 E. M-115. He proposed a 1-bedroom home at a 1.3-acre lot.

March 9, 2017

Sanitarian Gary Hesselink visited the site and conducted a soil evaluation on the proposed septic system area. He found seasonal high-water table at 62 inches. The soils consisted of 32 inches of sandy clay loam followed by loamy sand down to 76 inches. Sandy clay loam is very marginal soil and only allowed to be used for replacement systems only. Loamy sand is acceptable.

March 9, 2017

Septic permit (83-4666) issued by Gary Hesselink. Permit called for a 1,200-gallon septic tank and a 225 square foot drainfield. The permit required the bottom of the drainfield to be 4 feet (48 inches) above the seasonal high-water table.

Problem – The permit requirements were inadequate and did not provide sufficient instruction to the sewage contractor. The depth to the bottom of the stone should have been identified, removal of the clay soils should have been specified, and the need for sand fill should have been stated. The size of the drainfield was based on loamy sand. Nevertheless, if the permit was followed, the drainfield would be installed in clay soils.

April 18, 2017

Septic system was installed (by CJ's Excavating) and inspected (by Gary Hesselink). A 1,250-gallon septic tank and a 230 square foot drainfield was installed. The bottom of the drainfield was at a depth of 30-inches. This would place the drainfield 2.5 feet from the seasonal high-water table (versus the 4 feet required by the permit). No sand fill was installed under the drainfield. The septic system was approved.

Problem – The septic system was not installed in accordance with the permit due to an inadequate isolation to the seasonal high-water table. It should have been "not approved". Also, based on the soil evaluation, the drainfield would have been installed on top of a thin layer of clay. The clay soils extended down to 32-inches and the bottom of the drainfield was at 30-inches.

April 5, 2021

Mr. Coon began to experience problems with his septic system with slowing moving drains until sewage began to surface onto the ground surface. He began to have his septic tank pumped out frequently in order to decrease the septic system failure. He came to the District Health Department office and completed and paid for a permit to replace the septic system. Mr. Coon

voiced the belief that the septic system should have lasted longer than 4 years and that it was improperly designed and installed. Therefore, he verbally requested that the agency pay for the replacement septic system. He did increase the size of the home to a 2-bedroom unit.

May 10, 2021

Gary Hesselink visited the site and did a soil evaluation in a new area for the replacement drainfield. Seasonal high-water table was identified at 60 inches. The soil profile consisted of 4 feet (48 inches) of sandy clay loam followed by loamy sand (down to 84 inches or 7 feet).

May 10, 2021

A replacement septic permit (83-5861) was issued by Gary Hesselink. The permit allows the continued use of the existing septic tank, the removal of all of the clay soils in the area of the drainfield, 3 feet of fill sand under the drainfield, the bottom of the drainfield at a depth of 12 inches, and a 450 square foot drainfield. Final cover over the drainfield must be sand or sand loam. In addition, it is possible that a pump chamber will need to be installed to raise the wastewater to a high elevation.

May 12, 2021

Gary Hesselink met with CJ's Excavating at the site to review the permit requirements.

July 13, 2021

CJ's Excavating submitted a bid for the replacement septic system. It is different from the permit issued by Mr. Hesselink. The bid proposed to put 3 feet of fill sand at grade to cover an area of 1,000 square feet. On top of the sand, a 600 square foot drainfield would be installed. In addition, a 500-gallon pump chamber would be provided. The bid is for \$7,620. This is a very low bid. It would be expected for the proposed drainfield that the cost would typically be in the \$12,000 to \$15,000 range. The excavator explained that he was upset that the first septic system failed and therefore, he is not charging any labor costs. The costs is strictly the materials to be used.

July 14, 2021

Mr. Coon submitted a letter to Kevin Hughes, Health Officer, requesting that the agency pay the entire cost of the replacement septic system due to mistakes made by the agency.

July 27, 2021

At the request of Kevin Hughes, Tom Reichard, Environmental Health Director, and Michael Kramer, Environmental Health Manager, met with Mr. Coon at the site to evaluation the present conditions and to confirm the soil conditions for the replacement septic system.

The existing drainfield was found to be saturated with sewage surfacing onto the ground. Only Mr. Coon and his son are living at the home and his son plans to leave in a few months. It was found that the drainfield was covered with 1 ½ feet of clay. This would prevent any evaporation from the drainfield.

For the area of the replacement drainfield, the seasonal high-water table was found at 60 inches (5 feet). 48 inches (4 feet) of clay loam was found with small pockets of sandy clay loam (this

was worse soil than reported by Mr. Hesselink). Following the clay loam was 3 inches of a loamy sand. Beyond the loamy sand was excellent quality medium sand. Unfortunately, you only have 6 to 12 inches of medium sand before you encounter the seasonal high-water table. The soil beyond the seasonal high-water table remained medium to coarse sand but was very wet.

Causes for Failure

Two conditions are the likely cause for the failure of the drainfield. First, the drainfield was installed in clay soils instead of sand. It appears, in addition to being surrounded by clay soil, that the drainfield was installed on a thin (2 inch) layer of clay. Typically, installing a drainfield in clay loam soils will result in a failure within a few months. Since this was a thin layer, it took 4 years for the clay to result in a biomat layer that sealed the bottom of the drainfield. A second cause was the small size of the drainfield. The drainfield was sized for loamy sand but was installed in clay loam. As a result, the drainfield should have been significantly larger.

Recommendation

It is recommended that the agency accept the bid for a replacement septic system from CJ's Excavating at a cost of \$7,620. Nevertheless, the agency's replacement septic permit should be followed versus the design of the excavator. The cost between the two designs is almost identical. The faults with the installation of the initial drainfield are made by both the agency and the contractor. The contractor installed the drainfield too deep, did not provide any fill sand under the drainfield, did not remove all of the clay under the drainfield and covered the septic system with clay. On the other hand, the agency provided a very poor permit with little direction and approved the installation of the drainfield despite it not complying with the septic permit. The contractor appears to already be covering half of the cost by only charging for the cost of the material.

Mr. Kevin Hughes
District Health Dept. 10
521 Cobb ST
Cadillac MI 49601

Mr. Kevin Hughes,

I am writing to you concerning my drain field which has failed and needs to be replaced. My home is located at 3698 E M115, Cadillac MI. My current drainfield was installed the summer of 2017 by CJ's Excavating. This drainfield has failed not due to any fault of the installer who followed the requirements given in sewage permit # 83-466. It has failed due to those requirements being inadequate for the soil type and water table at my location. After discussion with both Gary Hesselink and Tom Reichen who both agreed a mistake was made, and it should have been a raised system. I do not feel that I should bear the responsibility for the replacement cost of a new system. I have attached the proposal for the new drainfield system which was prepared by CJ's Excavating and concurred to by Gary Hesselink. As you can see this is a significant amount of money and places an undue burden on me for a system which should have been required in the first place. I want to be clear that I do not hold any animosity toward Gary because I know mistakes happen.

But I do feel that it is not my responsibility to pay for a new system because of this mistake.

I appreciate your review of this matter and look forward to answering any further questions you may have.

Sincerely,

Kevin P. Coen

Kevin P. Coen

3698 E M115

Cadillac MI 49601

231-690-1530

Attachments:

CT's Excavating Proposal

septic Permit 83-5861

septic Permit 83-4666



EXCAVATING, INC.



8450 E. M-115
Cadillac, MI 49601
Phone (231) 775-1773
Fax (231) 775-0703

July 13, 2021

Proposal submitted to:
Kevin Coon
3698 E M-115
Cadillac, MI 49601

Work to be performed at:
3698 E M-115
Cadillac, MI 49601

We hereby propose to furnish and perform the labor necessary for the completion of:

Note: In talking to Gary Hesselink from WCHD CJ's voiced concern about putting in another gravity flow system. Gary concurred (don't want what we already have).

3' High Raised System Installed

| | |
|---|-------------------|
| 15' x 40' drain field | \$3,600.00 |
| 3' x 20' x 50' sand mound imported sand | \$1,320.00 |
| Prep sand to accept drain field | \$300.00 |
| Clear trees/brush | \$350.00 |
| 500 gallon plastic tank | \$1,000.00 |
| Pump alarm diverter valve | \$1,000.00 |
| Misc pipe | \$50.00 |
| Total | \$7,620.00 |

*No electric – you will need an electrician or home owner can do.

The above work will be completed in a substantial workman like manner with payment due upon completion.

Respectfully submitted by CJ's Excavating
Per Margie Johnson

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date _____ Signature _____