

BOARD OF HEALTH

Monica Hunt
Health Officer

1040 Winter St, Adrian, MI 49221
p: 517-264-5226 | f:517-264-0790

[Website](#)



MEMBERS

JOHN TUCKERMAN, DR. LORRIE TRITT
LEE ANN MINTON, TERRY COLLINS, AIMRIE REAM-
TAYLOR

MEETING LOCATION

Chambers
301 N. Main St, Adrian, MI 49221

Agenda: Wednesday, April 17, 2024—4:00 PM

Addition to the Agenda ***

I. Call to Order

II. Approval of Agenda

III. Approval of Minutes

A. Approval of Minutes: January 17, 2024

IV. Reports - Board of Health

A. Review of Accounts Payable Report

B. Health Officer's Report

V. Existing Business

VI. New Business

A. Workforce Development Plan

B. May and June 2024 Meeting Dates

C. Expanded Accounts Payable Report

D. Food Enforcement Update

VII. Program Reports - Board of Health

A. Personal Health

B. Environmental Health

C. Emergency Preparedness

D. Finance

VIII. Public Comment

IX. Adjournment

LENAWEE COUNTY HEALTH DEPARTMENT BOARD OF HEALTH

Members

*John Tuckerman – Chair
Dr. Lorrie Tritt – Vice Chair
Lee Ann Minton
Commissioner Terry Collins
Aimrie Ream-Taylor
Courtney Kaufman – Secretary*

Meeting Location

*Chambers
301 N. Main Street
Adrian, MI 49221*

Minutes: Wednesday, January 17, 2024 – 4:00 PM

Present: Commissioner Terry Collins, Aimrie Ream-Taylor, John Tuckerman, Dr. Lorrie Tritt, LeeAnn Minton

Also Present: Monica Hunt, Kasee Johnson, Courtney Kaufman, Susie Dice, Natalie Johnson,
Nicole Hanna, Jaime Greenwald, Administrator Kimberly Murphy

CALL TO ORDER

The January 17, 2024, Board of Health (BOH) meeting was called to order at 4:00 PM by BOH Chair John Tuckerman.

APPROVAL OF AGENDA

Motion by Commissioner Collins supported by Dr. Lorrie Tritt, to approve the January 17, 2024, BOH agenda as presented. Motion carried, 5-0.

APPROVAL OF MINUTES

Motion by Dr. Lorrie Tritt supported by Commissioner Collins, to approve the December 15, 2023, BOH meeting minutes as presented. Motion carried, 5-0.

REVIEW OF MONTHLY VOUCHER LIST

Accounts Payable (AP) Invoice Report [December 2023] – The monthly AP Invoice Report (full text on file), was reviewed.

Motion by Dr. Lorrie Tritt supported by Commissioner Collins, to accept the December 2023 Accounts Payable Report as explained. Motion carried, 5-0.

HEALTH OFFICER'S REPORT

Monica reported that the Workforce Development plan was finalized at the end of 2023, and an assessment will be distributed to staff to identify any gaps. Monica will provide the board with this five-year workforce plan. Monica has been working on grant-funded projects that include the replacement of the server, purchasing 29 new computers, and installing new cubicles in the Environmental Health and Nursing departments. Monica added that the department was awarded the CDC Infrastructure grant, which will be used to improve the department over the next four years.

DRAFT

OLD BUSINESS

No discussion

NEW BUSINESS

Election of Officers

Motion by Commissioner Collins supported by Lee Ann Minton, to keep BOH officers the same as previous year to serve at current capacities. Motion carried, 5-0.

Chair- John Tuckerman

Vice-Chair – Dr. Lorrie Tritt

Secretary – Courtney Kaufman (per county job description)

PROGRAM REPORTS

Personal Health – Natalie reviewed the PHN Report for December 2023 (full text on file). Natalie stated that the clinic has hired a Nurse Practitioner and hopes to satisfy caseloads. Clinic staff began providing RSV immunizations to newborns, which is a new practice for the clinic. The LCHD is participating with 10 other organizations to provide prenatal and infant resources, including an opportunity to receive a new car seat at no cost.

Environmental Health – Kasee reviewed the December 2023 *Well & Septic/Food Service Monthly Statistics* (full text on file). Kasee provided an update on the increasing number of well and septic system applications that were received in December. The Sanitarian I position has been filled. Kasee reported that waste hauling and the Recycling Center are both operating smoothly.

Emergency Preparedness – Susie reported that staff had fit testing done for N95 respirators by an outside vendor. Susie reported that information on warming shelters was shared with the public on social media due to the cold temperatures.

Financial – Jaime reported that the first quarter has just ended. Jaime provided the fee schedule for the vaccines and discussed the reflected changes. Discussion followed.

PUBLIC COMMENT

No Public comment

ADJOURNMENT

The Lenawee County BOH meeting was adjourned at 4:22 PM by BOH Chair John Tuckerman.

Respectfully submitted,

Lenawee County Board of Health
John Tuckerman, BOH Chair
Courtney Kaufman, BOH Secretary

DRAFT



Accounts Payable Invoice Report

Payment Date Range 03/01/24 - 03/31/24

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1195 - A.D.A. Security, Inc.									
18728	Other Contractual	Paid by EFT #36938		03/01/2024	03/15/2024	03/01/2024	03/01/2024	03/14/2024	66.00
18743	Other Contractual	Paid by EFT #37164		03/16/2024	04/05/2024	03/16/2024	03/16/2024	03/28/2024	66.00
Vendor 1195 - A.D.A. Security, Inc. Totals							Invoices	2	\$132.00
Vendor 5775 - Adams Outdoor Advertising									
0252821	ADVERTISING PUBLISHING	Paid by Check #417706		02/21/2024	03/15/2024	02/21/2024	02/21/2024	03/07/2024	640.00
0252931	ADVERTISING PUBLISHING	Paid by Check #417777		03/04/2024	04/03/2024	03/04/2024	03/04/2024	03/14/2024	1,236.00
0252933	ADVERTISING PUBLISHING	Paid by Check #417777		03/04/2024	04/03/2024	03/04/2024	03/04/2024	03/14/2024	1,648.00
Vendor 5775 - Adams Outdoor Advertising Totals							Invoices	3	\$3,524.00
Vendor 396 - City of Adrian (Treasurer)									
264299	Lab services	Paid by Check #418010		03/07/2024	04/06/2024	03/07/2024	02/16/2024	03/21/2024	43.00
Vendor 396 - City of Adrian (Treasurer) Totals							Invoices	1	\$43.00
Vendor 5708 - Dennis Chernin M.D. M.D.H									
2/20/24	Medical Director	Paid by EFT #36875		02/20/2024	03/15/2024	02/20/2024	02/20/2024	03/07/2024	724.17
2/27/24	Medical Director	Paid by EFT #36875		02/27/2024	03/15/2024	02/27/2024	02/27/2024	03/07/2024	724.17
3/5/2024	Medical Director	Paid by EFT #37093		03/05/2024	03/22/2024	03/05/2024	03/05/2024	03/21/2024	724.17
3/12/2024	Medical Director	Paid by EFT #37093		03/12/2024	03/22/2024	03/12/2024	03/12/2024	03/21/2024	724.17
Vendor 5708 - Dennis Chernin M.D. M.D.H Totals							Invoices	4	\$2,896.68
Vendor 12591 - Comcast (Health Dept)									
0258527 3/24	Other Contractual	Paid by Check #418124		03/17/2024	04/07/2024	03/17/2024	03/17/2024	03/28/2024	716.35
Vendor 12591 - Comcast (Health Dept) Totals							Invoices	1	\$716.35
Vendor 14518 - ComDoc, Inc (Health Dept)									
IN6148081	OFFICE SUPPLIES	Paid by EFT #36962		02/28/2024	03/29/2024	02/28/2024	02/28/2024	03/14/2024	3.80
Vendor 14518 - ComDoc, Inc (Health Dept) Totals							Invoices	1	\$3.80
Vendor 7552 - Emilee Cruz									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36964		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	322.13
Vendor 7552 - Emilee Cruz Totals							Invoices	1	\$322.13
Vendor 437 - Susan Dice									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36969		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	28.00
Vendor 437 - Susan Dice Totals							Invoices	1	\$28.00
Vendor 6049 - Theresa Enriquez									
02/24 Travel	Feb Travel/Cell Phone	Paid by EFT #36971		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	28.00
Vendor 6049 - Theresa Enriquez Totals							Invoices	1	\$28.00
Vendor 17958 - William Fierro									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36975		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	245.95
Vendor 17958 - William Fierro Totals							Invoices	1	\$245.95
Vendor 12362 - First Bank Card									
7213-0224-01	webstaurantstore.com	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	42.60
7213-0224-02	Availity	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	55.00
7213-0224-03	POSTAL PLUS	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	14.90
7213-0224-04	NEHA- E.Cruz	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	105.00
7213-0224-05	NEHA-S.Miller	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	105.00



Accounts Payable Invoice Report

Payment Date Range 03/01/24 - 03/31/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
7213-0224-06	NEHA- REHS-E.Cruz	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	130.00
7213-0224-07	NEHA- S.Miller	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	420.00
7213-0224-08	SARANIECKI INSTITUTE-S.Miller	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	499.00
7213-0224-09	NEHA-C.Merritt	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	130.00
7213-0224-10	SHIRTZ INK-Wellness	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	585.00
7213-0224-11	MEHA-k.Johnson Annual Education Conference	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	190.00
7213-0224-12	ESCHENBACH	Paid by EFT #37099		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/21/2024	227.58
Vendor 12362 - First Bank Card Totals									
Invoices 12									\$2,504.08
Vendor 16433 - GARAN LUCOW MILLER PC									
621532	Professional Contractual	Paid by Check #417722		02/16/2024	03/15/2024	02/16/2024	02/16/2024	03/07/2024	22.50
Vendor 16433 - GARAN LUCOW MILLER PC Totals									
Invoices 1									\$22.50
Vendor 140 - Goodwill Industries									
12675	Other Contractual	Paid by EFT #37180		03/14/2024	04/13/2024	03/14/2024	03/14/2024	03/28/2024	260.75
Vendor 140 - Goodwill Industries Totals									
Invoices 1									\$260.75
Vendor 17753 - GRAINGER (HD)									
9042861709	MEDICAL SUPPLIES	Paid by Check #417814		03/06/2024	04/05/2024	03/06/2024	03/06/2024	03/14/2024	76.27
Vendor 17753 - GRAINGER (HD) Totals									
Invoices 1									\$76.27
Vendor 11310 - Granger									
16004860	DOS RECYCLING FEB 2024	Paid by Check #417815		02/29/2024	03/25/2024	02/29/2024	02/29/2024	03/14/2024	1,946.12
Vendor 11310 - Granger Totals									
Invoices 1									\$1,946.12
Vendor 4076 - Great Lakes Medical Waste Services, LLC									
55104	Professional Contractual	Paid by Check #417725		02/27/2024	03/15/2024	02/27/2024	02/27/2024	03/07/2024	80.00
Vendor 4076 - Great Lakes Medical Waste Services, LLC Totals									
Invoices 1									\$80.00
Vendor 14669 - Jaime Greenwald									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36981		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	30.01
Vendor 14669 - Jaime Greenwald Totals									
Invoices 1									\$30.01
Vendor 16006 - Jaime-Petty Cash Greenwald									
02/24 PETTY CASH	POSTAGE	Paid by Check #417890		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	115.92
Vendor 16006 - Jaime-Petty Cash Greenwald Totals									
Invoices 1									\$115.92
Vendor 16569 - Lindsey Hanna									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36983		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	35.23
Vendor 16569 - Lindsey Hanna Totals									
Invoices 1									\$35.23
Vendor 17614 - Justin Henry									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36986		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	71.54
Vendor 17614 - Justin Henry Totals									
Invoices 1									\$71.54
Vendor 6132 - Henry Schein, Inc.									
77960151	MEDICAL SUPPLIES	Paid by Check #418138		03/14/2024	04/13/2024	03/14/2024	03/15/2024	03/28/2024	93.19
Vendor 6132 - Henry Schein, Inc. Totals									
Invoices 1									\$93.19
Vendor 11822 - Monica Hunt									
2/24 Travel	Travel/Cell Phone	Paid by EFT #36889		02/27/2024	03/15/2024	02/27/2024	02/27/2024	03/07/2024	47.90
Vendor 11822 - Monica Hunt Totals									
Invoices 1									\$47.90



Accounts Payable Invoice Report

Payment Date Range 03/01/24 - 03/31/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 14077 - Allison Johnson									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36991		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	34.03
Vendor 14077 - Allison Johnson Totals								Invoices	1
									\$34.03
Vendor 5169 - Kasee Johnson									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36993		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	6.03
Vendor 5169 - Kasee Johnson Totals								Invoices	1
									\$6.03
Vendor 7774 - Natalie Johnson									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36994		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	28.00
Vendor 7774 - Natalie Johnson Totals								Invoices	1
									\$28.00
Vendor 3584 - Elizabeth Kaehn									
01/24 Travel	Travel/Cell Phone	Paid by EFT #36997		01/31/2024	03/15/2024	01/31/2024	01/31/2024	03/14/2024	28.00
02/24 Travel	Travel/Cell Phone	Paid by EFT #36997		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	206.89
Vendor 3584 - Elizabeth Kaehn Totals								Invoices	2
									\$234.89
Vendor 16756 - Courtney Kaufman									
02/24 Travel	Travel/Cell Phone	Paid by EFT #36998		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	28.00
Vendor 16756 - Courtney Kaufman Totals								Invoices	1
									\$28.00
Vendor 13027 - Angel Kriebel									
2/24 Travel	Travel/Cell Phone	Paid by EFT #36893		02/27/2024	03/15/2024	02/27/2024	02/27/2024	03/07/2024	28.00
Vendor 13027 - Angel Kriebel Totals								Invoices	1
									\$28.00
Vendor 370 - Lenawee County Treasurer									
2/24 Rent	Rent 2024	Paid by Check #417730		02/27/2024	03/15/2024	02/27/2024	02/27/2024	03/07/2024	13,055.29
Vendor 370 - Lenawee County Treasurer Totals								Invoices	1
									\$13,055.29
Vendor 17788 - LRS, LLC									
MM4000568	DOS Transportation Feb 1-15 2024	Paid by Check #417733		02/15/2024	03/16/2024	02/15/2024	02/15/2024	03/07/2024	2,079.00
MM4017994	DOS Transportation February 15-29, 2024	Paid by Check #418057		02/29/2024	03/29/2024	02/29/2024	02/29/2024	03/21/2024	1,043.00
Vendor 17788 - LRS, LLC Totals								Invoices	2
									\$3,122.00
Vendor 8532 - Chelsea Lulham									
02/24 Travel	Travel/Cell Phone	Paid by EFT #37004		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	244.41
Vendor 8532 - Chelsea Lulham Totals								Invoices	1
									\$244.41
Vendor 8161 - Meredith Mackey									
02/24 Travel	Travel/Cell Phone	Paid by EFT #37006		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	28.00
Vendor 8161 - Meredith Mackey Totals								Invoices	1
									\$28.00
Vendor 17937 - Julie Maurer									
02/24 Travel	Travel/Cell Phone	Paid by Check #417839		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	10.72
MRCRM 3/24	TRAVEL	Paid by Check #418147		03/13/2024	03/29/2024	03/13/2024	03/13/2024	03/28/2024	48.91
Vendor 17937 - Julie Maurer Totals								Invoices	2
									\$59.63
Vendor 2156 - McKesson Medical Surgical									
21795985	MEDICAL SUPPLIES	Paid by Check #418063		03/05/2024	04/04/2024	03/05/2024	03/06/2024	03/21/2024	409.22
21786694	medical supplies	Paid by Check #418150		03/13/2024	04/12/2024	03/13/2024	03/14/2024	03/28/2024	410.56
21840512	medical supplies	Paid by Check #418150		03/14/2024	04/13/2024	03/14/2024	03/15/2024	03/28/2024	314.60



Accounts Payable Invoice Report

Payment Date Range 03/01/24 - 03/31/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 2156 - McKesson Medical Surgical Totals						Invoices	3		\$1,134.38
Vendor 4178 - Cindy Merritt									
02/24 Travel	Travel/Cell Phone	Paid by EFT #37012		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	28.00
Vendor 4178 - Cindy Merritt Totals						Invoices	1		\$28.00
Vendor 15850 - Sierra Miller									
02/24 Travel	Travel/Cell Phone	Paid by EFT #37014		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	126.63
Vendor 15850 - Sierra Miller Totals						Invoices	1		\$126.63
Vendor 17021 - Taylor Brianne Mohler									
02/24 Travel	Travel/Cell Phone	Paid by EFT #37016		02/29/2024	03/15/2024	03/01/2024	02/29/2024	03/14/2024	67.00
Vendor 17021 - Taylor Brianne Mohler Totals						Invoices	1		\$67.00
Vendor 9760 - Nurse Administrator's Forum									
ASSOCIATE MEMBER	MEMBERSHIP DUES-NHanna	Paid by Check #417855		03/05/2024	03/15/2024	03/05/2024	03/05/2024	03/14/2024	35.00
Full Member 24	MEMBERSHIP DUES-NJohnson	Paid by Check #417855		03/05/2024	03/15/2024	03/05/2024	03/05/2024	03/14/2024	50.00
Vendor 9760 - Nurse Administrator's Forum Totals						Invoices	2		\$85.00
Vendor 6634 - R & S Northeast LLC									
448801	medical supplies	Paid by Check #418077		03/04/2024	04/03/2024	03/04/2024	03/05/2024	03/21/2024	132.40
449125	medical supplies	Paid by Check #418077		03/05/2024	04/04/2024	03/05/2024	03/05/2024	03/21/2024	420.00
Vendor 6634 - R & S Northeast LLC Totals						Invoices	2		\$552.40
Vendor 4945 - Mari Reko									
02/24 Travel	Feb Travel/Cellphone	Paid by EFT #37024		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	60.16
Vendor 4945 - Mari Reko Totals						Invoices	1		\$60.16
Vendor 3227 - Rebecca Selenko									
02/24 Travel	Travel/Cell Phone	Paid by EFT #37034		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	112.42
Vendor 3227 - Rebecca Selenko Totals						Invoices	1		\$112.42
Vendor 4704 - SMC Direct, LLC									
24524	medical supplies	Paid by Check #418082		03/03/2024	03/23/2024	03/03/2024	03/05/2024	03/21/2024	327.16
Vendor 4704 - SMC Direct, LLC Totals						Invoices	1		\$327.16
Vendor 9251 - Sabriena Threatt									
02/24 Travel	Travel/Cell Phone	Paid by EFT #37045		02/29/2024	03/15/2024	02/29/2024	02/29/2024	03/14/2024	262.64
Vendor 9251 - Sabriena Threatt Totals						Invoices	1		\$262.64
Grand Totals						Invoices	67		\$32,847.49



LENAWEE COUNTY

HEALTH DEPARTMENT

2023

WORKFORCE DEVELOPMENT PLAN

LENAWEE COUNTY HEALTH DEPARTMENT

MONICA HUNT, MBA, CPH

ADMINISTRATIVE HEALTH OFFICER

1040 South Winter Street, Suite 2328, Adrian, Michigan, 49221

Table of Contents

Purpose and Introduction	5
Workforce Development Plan Review and Revisions.....	5
Key Terms.....	5
Agency Profile	6
Mission	6
Vision.....	6
Strategic Priorities.....	6
Location and Population Served	7
Organization and Governance	8
Learning Culture.....	8
Funding	8
Workforce Policies	9
Other Agency Plans.....	9
Workforce Profile.....	10
Introduction	10
Current Workforce Demographics.....	10
Future Workforce.....	11
Competencies and Education Requirements	12
Core Competencies for All Health Department Professionals	12
Continuing Education Required by Discipline.....	13
Training Needs	13
Introduction	13
Competency Needs Assessment.....	14
Goals, Objectives and Implementation Plan.....	16
Communication.....	18
Curriculum and Training Schedule.....	18
Evaluation and Tracking.....	18
Introduction	18

Evaluation	18
Conclusion and Other Considerations	19
Review and Maintenance	19
Authorship	20

This page left intentionally blank.

Purpose and Introduction

Training and development of the workforce is one part of a comprehensive strategy toward agency quality improvement. Fundamental to this work is identifying gaps in knowledge, skills, and abilities through the assessment of both organizational and individual needs, and addressing those gaps through targeted training and development opportunities. This document provides a comprehensive workforce development plan for Lenawee County Health Department (LCHD). The plan lists workforce priority areas for the agency as identified by the LCHD Leadership Team and from an employee opinion survey, a list of required internal trainings and their implementation schedule, and a process to assess and identify the core competency level of staff, and a plan to increase the core competency level of LCHD over the next five years. The document also serves to address the documentation requirements for the PHAB Accreditation Standards 8.2.1A, which involves maintaining, implementing, and accessing the health department workforce development plan to address the training needs of the staff and the development of core competencies, and 8.2.2A, which pertains to providing leadership and management development activities.

Workforce Development Plan Review and Revisions

Date	Section/Page Affected	Responsible Staff

Key Terms

Tier 1 Staff: Tier 1 staff are those Health Department employees who carry out day-to-day tasks of the organization and are not in a management position. Responsibilities of these individuals may include basic data collection, fieldwork, program planning, outreach activities, clinical services, home visiting services, and other organizational tasks.

Tier 2 Staff: Tier 2 staff are those Health Department employees who carry out program management and/or supervisory responsibilities. Responsibilities of these individuals may include program development, implementation, and evaluation; establishing and maintaining community relations; managing timelines and work plans.

Tier 3 Staff: Tier 3 staff are those Health Department employees who are senior managers or leaders of the public health organization. These individuals are generally responsible for the major programs or functions of the organization, setting strategy and vision for the organization, and/or building the organization's culture.

Competency Assessment: The competency assessments can help staff determine their level of knowledge and skill with respect to each of the competencies that comprise the Core Competencies for Public Health Professionals. Assessments are available at all three tiers that correspond to the three tiers of the Core Competencies.

Performance Management: Performance management in public health is defined by the Public Health Foundation as the "practice of actively using performance data to improve the public's health." This focuses on organizational performance versus individualized performance. In the case of Lenawee County Health Department, performance management focuses on the successful implementation of strategies contained within the strategic plan to achieve the LCHD's goals and objectives.

Performance Review: Each Health Department employee receives an annual performance review that is administered by their direct supervisor. This review focuses on an individual's performance of job roles and responsibilities.

Agency Profile

Mission

Our mission is to promote a safe and healthy environment.

Vision

Lenawee County is a Safe and Healthy Community.

Strategic Priorities

Customer

- Improved Health Outcomes
- Community Awareness and Education
- Provision of Quality Services
- Customer Satisfaction

Organizational Operations

- Sustainability
- Growth Opportunities
- Technological Efficiencies

- Operational Efficiencies

Staff

- Recruitment and Engagement
- Professional Development
- Staff Engagement

Safe Environment

- Safe Food
- Safe Water
- Responsible Vendors
- Prepared Community

Financial

- Financial Consciousness
- Stream-lined Practices
- Financial Security

Location and Population Served

Lenawee County contains rural communities and is in Southeast Michigan. The county has a total area of 761 square miles with a population density of 132.6 per square mile.

Lenawee County Demographic Data	
Population	98,956
Median Age	42
Age Group	Under 5 years: 5.1% Under 18: 20.8% 65 years and over: 19.7%
Race/Ethnicity	White: 93.7% Black or African American: 2.9% American Indian and Alaska Native: .6% Asian: 0.5% Hispanic or Latino: 8.6%
Median Household Income	\$60,656
Persons below poverty	11.1%

Source: [U.S Census Bureau, 2020-2022](#)

Organization and Governance

LCHD provides a wide variety of services to Lenawee County residents. LCHD is based out of one location and has over 40 employees. The Health Department is organized into four branches: Administrative Services, Emergency Preparedness, Personal and Community Health Services, and Environmental Health Services. Each branch operates under the direction of the Health Officer.

The Health Officer is responsible for LCHD operations and reports to the Lenawee County Administrator and Board of Commissioners. The Board of Health is a 5-member advisory board appointed by the Board of Commissioners to assist with public health policy, program planning, and serves as advocates and educators for public health services and policies.

An organizational chart can be found in Appendix D.

Learning Culture

LCHD is committed to promoting and maintaining a learning environment. In addition to the County-sponsored development activities and the [Employees Tuition Reimbursement Program](#), Divisions within the Health Department typically offer training and development for staff. However, comprehensiveness and availability of these types of opportunities varies greatly across the LCHD. Some Divisions support staff involvement in professional organizations and attendance at local conferences and meetings as means for achieving professional development objectives. Other Divisions offer staff development opportunities internally and make efforts to ensure continuing education opportunities are made available for those staff with professional licenses and registrations.

This Workforce Development Plan builds on a department wide quality improvement assessment, and strategic planning process. This plan reveals the Health Department's commitment to standardize, formalize and better measure the impact of workforce development activities that occur within and outside our department. A supportive work environment, career progression for all personnel, and a highly-skilled workforce are essential for responding to the changing demands of the community and creating innovative solutions for developing public health matters.

Funding

Funding for LCHD as an agency is comprised of mix of Federal, State, and Local resources. Each Division establishes a program specific training budget which is utilized to assure continuing educational opportunities are available from dedicated recourses.

Workforce Policies

At the time of this plan's development, there were both countywide and Health Department-specific policies in place related to training and professional development. These policies apply to all Health Department employees.

Up to date LCHD and County policies are currently available for all staff members in the shared drive at S:/ALL STAFF/POLICY AND PROCEDURE MANUAL. Numerous policies are instrumental in creating a work atmosphere that is conducive for recruiting and retaining personnel.

The Lenawee County Tuition Reimbursement Program is designed to encourage and assist employees in furthering their educational qualifications and professional development in subjects and fields which are directly related to the County's operations, activities and objectives, and which will improve their job performance by providing reimbursement for a portion of their educational expense.

Lenawee County strives to support the workforce through a culture of wellness in the workplace. The Wellness Program encourage making healthy and active decisions, along with preventative care to improve healthy outcomes for all personnel. The Financial Wellness initiative is based on the money principles taught in Financial Peace University specifically designed for the work place and is accessible on any device at any time to all staff.

Other Agency Plans

2018-2023 LCHD Strategic Plan

The strategic plan of the LCHD highlighted workforce development as a strategic direction. It is the duty of the Workforce Development Committee to implement the specific initiative of the Strategic Plan.

Quality Improvement Plan

The Quality Improvement (QI) Plan of the LCHD will identify management objectives and take into account training and assessment requirements in order to upgrade our standards of public health practices. The Quality Improvement Committee is tasked with implementing QI initiatives identified in the Strategic Plan.

Community Health Assessment

Lenawee County's Community Health Assessment contains comprehensive data on the population demographics and public health concerns. As a result, skills can be identified and trainings can be tailored based on the county's needs. The assessment can be found online at: <https://www.lenawee.mi.us/854/Community-Health-Assessment-and-Improvem>

Community Health Improvement Plan

The Community Health Improvement plan outlines objectives and areas of focus for improvement based on the Community Health Assessment. These goals can also be used to guide training, competencies, and goal setting for workforce development. The plan can be found at: <https://www.lenawee.mi.us/854/Community-Health-Assessment-and-Improvement>

Workforce Profile

Introduction

The purpose of this section is to provide an overview of our current and anticipated workforce needs.

Current Workforce Demographics

The table below summarizes the demographics of our current workforce as of February 2023.

Category	#	%
Total Employees	42	
FTE	37.5	
Gender		
Male	3	7%
Female	39	93%
Race		
Hispanic or Latino	1	2%
Black or African American (Not Hispanic or Latino)	2	5%
White (Not Hispanic or Latino)	39	93%
Age		
<20:	0	0%
20-29:	8	19%
30-39:	9	21%
40-49:	12	29%
50-59:	11	26%
>60:	2	5%
Primary Professional Disciplines		
Leadership	8	19%
Administration	7	17%
Community Health Navigator	3	7%
Health Educator	1	2%
Public Health Nurse	6	14%

Registered Sanitarian	5	12%
Epidemiologist	1	2%
Hearing & Vision Coordinator	1	2%
Nurse Practitioner	1	2%
Case Manager/Response Assistants	9	21%
Retention Rates by Years of Employment		
1 to 5 years	30	71%
6 to 9 years	8	19%
> 10 years	4	10%
Employees < 5 Years from Retirement (Age 60)		
Management	1	2%
Non-Management	6	14%

Future Workforce

Strategic Workforce Development planning involves consideration of future needs of the workforce, based on anticipated changes in the community, emerging public health concerns, technological development, and internal changes at LCHD.

Health Equity: As Lenawee County's population has increased only slightly over the past decade, social determinants of health continue to increase contributing to health inequities. The future workforce will need significant competency in health equity and social justice in order to implement innovative solutions to combat the root causes of health inequity. As the county becomes more racially and ethnically diverse, it becomes increasingly important for the department to use enhanced recruiting to assure that our workforce reflects the population we serve.

Funding: Similar to public health departments and local governments across the nation, LCHD faces an uncertain future regarding availability of funding, with reductions creating barriers to carrying out the Health Department's mission. Staff that are well-trained in grant management, budgeting and fund development will help LCHD seek out and maintain funding.

Technology and Information Systems: Advances in technology and expanding technology applications in public health practice will require continued training to keep employees' skill levels at the same pace with health care industry demands. One of LCHD's strategic directions, information technology, is a high-priority training area. Staff will require continued internet and information security training as new threats to security and confidentiality emerge.

Communication: Internal and external communications have repeatedly been noted as key areas for improvement at the LCHD. This issue can only be remedied if we provide all staff with the necessary knowledge and skills to ensure we are communicating what we do as an organization, not only to the public but to each other. This will help us to improve customer service, employee morale, and general knowledge and appreciation for public health amongst staff and the public at large.

Competency in Public Health: The eight public health competency areas outlined by the Council on Linkages have become the nationally accepted standard for public health workforce development. A training program offering staff the opportunity to gain deeper understanding and skill development in these key public health competencies is necessary.

Retirement, Recruitment and Retention:

Roughly 31% of LCHD staff are age 50 and older, 45% of employees will be nearing retirement in the next 15 years, while less than 18% are under 30. A major implication of this workforce transition is the loss of institutional memory, knowledge, and public health experience. Leadership training and succession planning will help keep strong institutional memory and direction as employees retire. The Workforce Development Committee will work to improve leadership training and support current employees to increase retention, as well as implement strategies to recruit young people to the public health field and continue to attract diverse candidates reflecting the community we serve. Discussion needs to focus on what does the skill set look like for the new public health worker which will be significantly different from present skill sets.

Competencies and Education Requirements

Core Competencies for All Health Department Professionals

On April 4, 2023, the Lenawee County Health Department Leadership Team voted to adopt the Council on Linkage's Core Competencies for Public Health Professionals as the set of Nationally accepted core competencies from which the workforce development plan will be built.

[The Council on Linkage's Core Competencies for Public Health Professionals](#) (Core Competencies) were designed for public health professionals at three different levels: Tier 1 (entry level), Tier 2 (supervisors and managers), and Tier 3 (senior managers and leadership). The Core Competencies are a set of skills desirable for the broad practice of public health, reflecting the characteristics that staff of public health organizations may want to possess as they work to deliver the Essential Public Health Services.

The Core Competencies are designed to serve as a starting point for organizations to understand, assess, and meet training and workforce development needs. This reasoning is precisely why this set of core competencies was determined as best fit for identifying and addressing Lenawee County's public health workforce needs

Core Competency

- ❖ Data Analytics & Assessment Skills
- ❖ Policy Development & Program Planning Skills
- ❖ Communication Skills
- ❖ Health Equity Skills
- ❖ Community Partnership Skills

- ❖ Public Health Science Skills
- ❖ Management & Finance Skills
- ❖ Leadership & Systems Thinking Skills

Continuing Education Required by Discipline

Multiple public health-related disciplines require continuing education for ongoing licensure/certification/registration and practice. Licenses held by staff at the Lenawee County Health Department and their respective continuing education requirements are shown in the table below. Lenawee County supports continuing education, however, maintaining necessary licensure is the responsibility of individual employees. Each Division is responsible for tracking its own licensed and certified staff.

Discipline/License	CE Requirements
Medical Director (MD)	150 CMEs every 5 years
Registered Nurse (RN)	25 CEUs every 2 years, 2 hours of implicit bias training every year
Licensed Practical Nurse (LPN)	25 CEUs every 2 years, 2 hours of implicit bias training every year
Community Health Worker (CHW)	20 CEUs every 2 years
Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS) (National)	24 CEUs every 2 years
Registered Sanitarian (RS) (Michigan)	2 hours of implicit bias training
Certified in Public Health (CPH)	50 CEUs every 2 years
Certified Health Education Specialist (CHES)	75 CEUs every 5 years

CME = Continuing Medical Education
CEU = Continuing Education Unit

Training Needs

Introduction

Included within this section are the identified and mandatory training needs of Lenawee County Health Department. Mandatory trainings listed here are those which the agency Leadership Team and other governing entities have determined to be important for ongoing review and education by staff.

Competency Needs Assessment

As part of this workforce development plan, LCHD will include strategies to assess the level of competence of staff as they relate to The Core Competencies for Public Health Professionals as adopted by the Council of Linkages. Historically, training and development needs of LCHD staff have not been systematically assessed. Each department has and continues to offer learning opportunities specific to the roles staff play in their respective departments.

To meet accreditation requirements set forth by the Public Health Accreditation Board and Project Public Health Ready, a comprehensive assessment of staff interests and current knowledge, skills, and abilities are necessary to attain the data needed to create a relevant curriculum and training schedule for all staff. As part of the assessment process staff will be categorized as either a Tier 1, 2, or 3 based upon the following criteria.

- ❖ Tier 1 – Those staff who are entry level and who carry out the day-to-day tasks of LCHD and are not in a supervisory or leadership role.
- ❖ Tier 2 – Those staff that carry out the day-to-day supervision and/or management responsibilities for LCHD.
- ❖ Tier 3 – Those staff who are part of the LCHD leadership team.

In order to collect data pertaining to the Council on Linkages Core Competencies for Public Health Professionals, the Health Department designed its questions based on the Public Health Workforce Training Needs Assessment conducted by The Ohio State University College of Public Health Practice. A subset of these inquiries, concentrating on four of the eight core competency domains (communication, health equity, public health science, and leadership and systems thinking), was employed. The comprehensive survey instrument utilized to evaluate the workforce development needs of the Lenawee County Health Department is available for reference in Appendix A.

Future Needs Assessments

The Health Department recognizes that a one-time workforce needs assessment will not be sufficient if the goal is to ensure timely and relevant training opportunities that meet the development needs of staff. As the assessment process is completed and competency areas for training are determined, sections will be added to this workforce development plan annually to reflect what has been completed and what is planned for.

Mandatory Training

We have included in Appendix B a schedule of mandatory trainings required by Lenawee County Health Department, or by state or federal mandate.

Roles and Responsibilities

The table below lists individuals responsible for the implementation of this plan as well as the associated roles and responsibilities.

Who	Roles and Responsibilities
Lenawee County Board of Commissioners	Ultimately responsible for ensuring resource availability to implement the workforce development plan.
Lenawee County Board of Health	Responsible for assuring that a supportive, learning environment is available and maintained within the agency.
Administrative Health Officer	Responsible to the Board of Commissioners for priority setting, establishment of goals and objectives, and establishing an environment that is conducive and supportive of learning.
Lenawee County Human Resources	Provides countywide learning opportunities on special topics. Responsible for notifying the Health Department about training opportunities sponsored by Lenawee County.
Lenawee County Health Department Workforce Development Committee	Responsible for maintaining the workforce development plan per Public Health Accreditation Board and Project Public Health Ready guidance. The WDC will guide annual updates and revisions, help coordinate the annual workforce needs assessment, and ensure that training opportunities fulfill key training priorities that result from the needs assessment.
Division Directors	Responsible to the Administrative Health Officer for all employees within their respective Division. Supports, coaches, and mentors' supervisors and employees to assure that appropriate training resources and support structures are available within the Division.
Division Deputy Directors	Responsible to his or her Division Director and employees to ensure that individual and agency-based training initiatives are implemented. Works with employees to develop individualized learning plans and supports implementation of the plan.
Office Administrator	Responsible for tracking staff training for their respective Division, utilizing a centrally accessible database. All Divisions should track the same information in a uniform manner so the Health Department can easily evaluate the success of the workforce development plan and staff compliance with workforce development requirements.

All Employees	Ultimately responsible for their own learning and development. Work with supervisor to identify and engage in training and development opportunities that meet their individual as well as agency-based needs. Identify opportunities to apply new learning on the job.
---------------	---

Goals, Objectives and Implementation Plan

This section provides information regarding training goals and objectives of the agency, as well as resources, roles, and responsibilities related to the implementation of the plan. In constructing this plan, LCHD is looking at a five-year period to completely implement the trainings and assessment pieces contained within it. As the assessments are completed, additional goals and strategies may be added to the plan as its implementation moves forward.

Goal	Objective	Target Audience	Responsible Parties
Integrate public health core competencies into LCHD workforce	Complete an assessment of core competencies for Tier 1- 3 staff by December 31, 2024	All Staff	Admin
	Provide an overview of public health core competencies to all LCHD staff by March 31, 2025	LCHD WDC	LCHD WDC
	Complete an analysis/ranking of core competency assessment scores for Tier 1- 3 staff by June 30, 2025	LCHD WDC	LCHD WDC
	Develop training plan to address low core competency scores for Tier 1-3 staff by December 31, 2025	LCHD WDC	LCHD WDC

Regularly evaluate competency-based staff training and development needs	Complete workforce needs assessment survey by May 31 of each year Analyze, interpret, and report assessment findings to all staff by August 1 of each year. Prioritize training needs/topics for following fiscal year by September 30 of each year.	Division Admin	Division Director & Deputy Director
Develop training curricula that adequately addresses priority training needs	Ensure each of the four All-Staff meetings per fiscal year offer training on one of the four core competency areas of focus for that given year. At least 75% of staff who participate in workforce development opportunities will report annually that the Health Department has adequately fulfilled their priority public health training needs		
Streamline training tracking within the Health Department.	Evaluate current training tracking systems used within the Health Department by January 1, 2025		

Integrate core competencies into LCHD Performance Review Tools	Complete a review of the LCHD Performance Review Tool and identify revisions by January 1, 2025		
--	---	--	--

Communication

The Workforce Development Plan will be stored on the LCHD’s intranet and will be made accessible to all Health Department staff through the S: shared network drive in a folder called “Workforce Development.” When the plan is approved for implementation by administration, an email notifying staff will be sent. Once approved, all new staff will be alerted to the contents of the Workforce Development Plan during Department orientation and it will be listed as a key resource in the Health Department new staff orientation process.

Curriculum and Training Schedule

Included within Appendix C is a schedule of the current recommended trainings for staff. Additional trainings related to core competencies will be added as each Tier level assessment is completed and the results analyzed. Subsequently, staff opportunities will be added to the plan as deemed appropriate.

Evaluation and Tracking

Introduction

Evaluation of training will provide the Lenawee County Health Department with useful feedback regarding its efforts, including content, delivery, vendor preferences, and training effectiveness. Accurate evaluation tracking is necessary, particularly for professional continuing education documentation and quality improvement purposes. This section describes how evaluation and tracking of training will be conducted.

Evaluation

Training Content

All training offered by the Health Department will be evaluated using simple pre-and-post tests on main content and a course evaluation survey. This type of two-pronged approach to training evaluation will assist LCHD in determining the success of educational offerings in meeting both learning objectives and staff expectations.

Training opportunities offered and/or sponsored by entities other than the Health Department that are attended by Health Department staff will be more difficult to evaluate for content. While we may be unable to assess content or learning as it pertains to the training, we can assess staff satisfaction with the learning opportunity. This can help the Health Department determine if additional staff should attend said training opportunities, should they be offered in the future.

Workforce Development Plan

In light of the Health Department's commitment to continuous quality improvement, LCHD will regularly collect data from staff to ensure staff satisfaction with training offerings. Data will also be collected to determine whether the workforce development strategy is meeting the training needs identified by staff, to identify areas for process improvement, and other critical feedback as needed.

Individual Staff Participation

Employees are responsible for ensuring they have documentation that confirms their participation in a given training or learning opportunity. It will be important that staff take responsibility for ensuring they have appropriate documentation of training participation as staff will be required to meet training requirements per competency domain per year and will be reflected on their performance review.

Tracking

Currently, each Division within the Health Department tracks staff training in databases managed by Office Administrator or other staff within the respective Division.

The strategy for training tracking at the Health Department will continue as is until the Health Department is able to do an assessment of these databases, determine which components and/or systems work best, and then can develop or purchase a centralized tracking database that meets the needs of all Divisions. Establishing such a system is one of the major goals of this plan.

Conclusion and Other Considerations

Review and Maintenance

The Workforce Development Plan will be officially reviewed and revised on a yearly basis. The Administration team will be responsible for maintaining the plan and authorized by the Administrative Health Officer.

Authorship

The Leadership team were lead contributors in the creation of the LCHD's workforce development plan and are listed below. The plan was finalized and adopted on (DATE).

Printed Name & Title	Signature	Date
Monica Hunt, MBA, CPH Administrative Health Officer		
Courtney Kaufman Accreditation Coordinator Administrative Aide		
Kasee Johnson, REHS/RS Director of Environmental Health		
Natalie Johnson, MBA, BSN, RN Director of Nursing		
Jaime Greenwald Director of Finance		
Susie Dice, MPH Emergency Preparedness Coordinator		
Cindy Merritt, REHS/RS Deputy Director of Environmental Health		
Nicole Hanna, RN Deputy Director of Nursing		

LCHD Workforce Needs Assessment Tier 1

1: Please select your division

Select all that apply

- ☐ Administration
- ☐ Community Clinical Services
- ☐ Community Nursing
- ☐ Environmental Health

Instructions for the Assessment

The following questions are presented in a series. For each competency, you will be asked to rate the degree which is important to your primary work duties, your ability to perform the function, and your interest in training on that topic.

Communication Skills

Definition: These skills deal with your ability to exchange meaning with others.

2: Do you feel your job duties/activities require communication skills?

- ☐ Yes
- ☐ No

3: Identifying the health literacy of populations served

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

4: Conveying public health information using a variety of approaches

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

5: Participating in the development of demographics, statistical, programmatic, and scientific presentations

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

6: Applying communication and group dynamic strategies in interactions with individuals and groups

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

7: In the space below please provide any additional comments you have regarding communication skills

Cultural Competency Skills

Definition: These skills deal with your ability to interact effectively with people of different cultures.

8: Do you feel your job duties/activities require cultural competency skills?

- ☐ Yes
- ☐ No

9: Incorporating strategies for interacting with persons from diverse backgrounds

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

10: Recognizing the role of cultural, social, and behavioral factors in the accessibility, availability, acceptability, and delivery of public health services

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

11: Responding to diverse needs that are the result of cultural differences

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

12: Describing the dynamic forces that contribute to cultural diversity

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

13: Describing the need for a diverse public health workforce

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

14: Participating in the assessment of the cultural competence of the public health organization

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

15: In the space below please provide any additional comments you have regarding cultural competency skills

Public Health Science Skills

Definition: These skills deal with your ability to apply principles such as social and behavioral determinants of health, biostatistics, epidemiology, and environmental health.

16: Do you feel your job duties/activities require public health science skills?

- ☐ Yes
- ☐ No

17: Describing the scientific foundation of the field of public health

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

18: Identifying prominent events in the history of public health profession

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

19: Relating public health science skills to the Core Public Health Functions through the Ten Essential Services of Public Health

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

20: Identifying the basic public health sciences (including, but not limited to biostatistics, epidemiology, environmental health sciences, health services administration, and social behavioral sciences) to public health policies and programs

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐

Your interest in additional training	☐	☐	☐	☐	☐
--------------------------------------	-----------------------	-----------------------	-----------------------	-----------------------	-----------------------

21: Describing the scientific evidence related to a public health issue, concern, or intervention

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

22: Retrieving scientific evidence from a variety of text and electronic sources

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

23: Partnering with other public health professionals in building the scientific base of public health

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐

Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

24: In the space below please provide any additional comments you have regarding public health sciences skills

Leadership and Systems Thinking Skills

Definition: These skills deal with your ability to take charge and manage relationships with others while understanding how things influence one another within a system as a whole.

25: Do you feel like your job duties/activities require leadership and systems thinking skills?

- ☐ Yes
- ☐ No

26: Incorporating ethical standards of practice as the basis of all interactions with organizations, communities, and individuals

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

27: Identifying internal and external problems that may affect the delivery of Essential Public health Services

Select one

	Low	Somewhat	Somewhat	High	N/A
--	-----	----------	----------	------	-----

		Low	High		
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

28: Using individual, team, and organizational learning opportunities for personal and professional development

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

29: Participating in mentoring and peer review or coaching opportunities

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

30: Participating in the evaluation of organizational performance for the purpose of continuous quality improvement

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

31: Describing the impact of changes in the public health system, and larger social, political, economic environment on organizational practices

Select one

	Low	Somewhat Low	Somewhat High	High	N/A
Importance to your job	☐	☐	☐	☐	☐
Your personal ability	☐	☐	☐	☐	☐
Your interest in additional training	☐	☐	☐	☐	☐

32: In the space below please provide any additional comments you have regarding leadership and systems thinking skills

Motivation

33: Please rate your level of motivation related to each of the following items

Select one

	Low motivation	Somewhat low motivation	Somewhat high motivation	High motivation	N/A
Increasing one's competency in public health practice	☐	☐	☐	☐	☐
Personal satisfaction	☐	☐	☐	☐	☐
Professional networking opportunity	☐	☐	☐	☐	☐
Accomplishment of the mission of the agency	☐	☐	☐	☐	☐
Personal career advancement	☐	☐	☐	☐	☐

34: In the space below please provide any additional comments you have relating to motivators for participation in training

Barriers

35: Please rate how much of a barrier the following items are for participation in training

Select one

	Not a barrier	Maybe a barrier	Very much a barrier	N/A
Individual cost	☐	☐	☐	☐
Time away from work	☐	☐	☐	☐
Family commitments	☐	☐	☐	☐
Travel	☐	☐	☐	☐
Agency budget restrictions	☐	☐	☐	☐
Desired topics not available	☐	☐	☐	☐
Lack of supervisor support	☐	☐	☐	☐
Lack of opportunity to apply what I have learned	☐	☐	☐	☐

36: In the space below please provide any additional comments you have relating to barriers for participation in training

Course Type

37: Please rate your level of interest for each of the following course types

Select one

	Not interested	Maybe interested	Interested	Very interested	N/A
Continuing education courses (course that provide CE credit for professional licensure)	☐	☐	☐	☐	☐
Courses for academic credit (courses that can be applied toward an academic degree)	☐	☐	☐	☐	☐
Certificate programs (series of courses that when successfully completed lead to a certificate)	☐	☐	☐	☐	☐
Institutes (6-12 month ongoing development in a specific area)	☐	☐	☐	☐	☐
Case Studies (peer-to-peer sharing of real-life public health happenings)	☐	☐	☐	☐	☐
One-Time Training Opportunities on a Specific Topic	☐	☐	☐	☐	☐

Delivery Method

38: Please rate your level of interest in training delivery methods for each of the following items

Select one

	Not interested	Maybe interested	Interested	Very interested	N/A
Online Self-Study	☐	☐	☐	☐	☐
Web-Based Synchronous	☐	☐	☐	☐	☐

Learning (e.g. live webinar)

Telephone Conferencing

☐☐☐☐☐

Audio/Podcasts

☐☐☐☐☐

Blended (Online and
Face-to-Face)

☐☐☐☐☐

Level of Hazard Training

The table below lists natural and manmade hazards that could affect Lenawee County. Please indicate the level of training you still need in order to be adequately prepared to respond to each of these hazards. Select the number that best applies to your level of training need. Choose "NA" only if the task is not applicable to your job and you would therefore not be part of the response.

39: Natural hazards:

Select one

	No training needed	Some training needed	Extensive training needed
Dam Failure	☐	☐	☐
Drought	☐	☐	☐
Extreme Temperature	☐	☐	☐
Hail	☐	☐	☐
Lightning	☐	☐	☐
River Flooding	☐	☐	☐
Severe Wind	☐	☐	☐
Severe Winter Weather	☐	☐	☐
Tornado	☐	☐	☐
Wildfire	☐	☐	☐

40: Man-Made Hazards:

Select one

	No training needed	Some training needed	Extensive training needed
Civil Disturbance	☐	☐	☐
HazMat Incident (e.g. chemical spill)	☐	☐	☐
Infrastructure Failure (e.g. electrical power outages, communication, water, sanitary sewer)	☐	☐	☐
Nuclear Power Plant Incident	☐	☐	☐
Pipeline Accident	☐	☐	☐
Structural Failure (e.g. building collapse)	☐	☐	☐
Transportation Accident (e.g. truck, rail, airplane)	☐	☐	☐
Mass Fatality/Casualty Incident (e.g. bomb)	☐	☐	☐

41: Additional Public Health Hazards:

Select one

	No training needed	Some training needed	Extensive training needed	N/A
Animal Disease Outbreak (e.g. bird flu, mad cow)	☐	☐	☐	☐
Flu Pandemic	☐	☐	☐	☐
Foodborne Illness Outbreak	☐	☐	☐	☐
Infectious Disease Outbreak (e.g. measles, plague,	☐	☐	☐	☐

smallpox)

Water Contamination	☐	☐	☐	☐
Large Scale Infestation of Diseased Vectors (e.g. mosquitos carrying West Nile)	☐	☐	☐	☐

42: Internal LCHD Hazards:

Select one

	No training needed	Some training needed	Extensive training needed	N/A
Workplace Violence	☐	☐	☐	☐
Hostage Situation	☐	☐	☐	☐
Active Shooter Incident	☐	☐	☐	☐
White Powder Incident	☐	☐	☐	☐
Cyber/Internet Security Breach	☐	☐	☐	☐

Emergency Preparedness Competencies

How much do you agree or disagree with the following tasks related to a public health emergency? Please select the response that best applies. Choose "NA" if the task is not applicable to your job.

43: I am confident I can...

Select one

	Strongly disagree	Disagree	Agree	Strongly agree	N/A
Describe LCHD's responsibilities during a nuclear power plant accident	☐	☐	☐	☐	☐

Identify the specific person I should report to during a nuclear power plant accident	☐	☐	☐	☐	☐
Describe my job responsibilities during a nuclear power plant accident	☐	☐	☐	☐	☐
Demonstrate my job responsibilities during a nuclear power plant accident	☐	☐	☐	☐	☐

44: I am confident I can...

Select one

	Strongly disagree	Disagree	Agree	Strongly agree	N/A
Describe LCHD's responsibilities during a HazMat or industrial chemical spill incident	☐	☐	☐	☐	☐
Identify the specific person I should report to during a HazMat or industrial chemical spill incident	☐	☐	☐	☐	☐
Describe my job responsibilities during a HazMat or industrial chemical spill incident	☐	☐	☐	☐	☐
Demonstrate my job responsibilities during a HazMat or industrial chemical spill incident	☐	☐	☐	☐	☐

45: I am confident I can...

Select one

	Strongly disagree	Disagree	Agree	Strongly agree	N/A
Describe LCHD's responsibilities during a chemical or biological	☐	☐	☐	☐	☐

contamination of the water supply

Identify the specific person I should report to during chemical or biological contamination of the water supply

☐
☐
☐
☐
☐

Describe my job responsibilities during a chemical or biological contamination of the water supply

☐
☐
☐
☐
☐

Demonstrate my job responsibilities during chemical or biological contamination of the water supply

☐
☐
☐
☐
☐

46: I am confident I can...

Select one

Strongly disagree

Disagree

Agree

Strongly agree

N/A

Describe LCHD's responsibilities during an infectious disease outbreak

☐
☐
☐
☐
☐

Identify the specific person I should report to in an infectious disease outbreak

☐
☐
☐
☐
☐

Describe my job responsibilities during an infectious disease outbreak

☐
☐
☐
☐
☐

Demonstrate my job responsibilities during an infectious disease outbreak

☐
☐
☐
☐
☐

47: I am confident I can...

Select one

Strongly

Disagree

Agree

Strongly

N/A

	disagree			agree	
Describe LCHD's responsibilities during a widespread power outage	☐	☐	☐	☐	☐
Identify the specific person I should report to during a widespread power outage	☐	☐	☐	☐	☐
Describe my job responsibilities during a widespread power outage	☐	☐	☐	☐	☐
Demonstrate my job responsibilities during a widespread power outage	☐	☐	☐	☐	☐

48: I am confident I can...

Select one

	Strongly disagree	Disagree	Agree	Strongly agree	N/A
Recognize who to report to during an emergency when my supervisor is unavailable	☐	☐	☐	☐	☐
Identify and locate LCHD's Emergency Operations Guidelines (EOG)	☐	☐	☐	☐	☐
Locate specific information in LCHD's EOG that would help me respond in different types of public health emergencies	☐	☐	☐	☐	☐
Describe my job responsibilities during a mass distribution clinic	☐	☐	☐	☐	☐
Respond to a foodborne illness outbreak	☐	☐	☐	☐	☐
Demonstrate the correct use of a two-way radio	☐	☐	☐	☐	☐
Identify limits to my knowledge/skills/authority and to identify resources for	☐	☐	☐	☐	☐

referring matters that exceed these limits

Recognize an unusual event that might indicate an emergency	☐	☐	☐	☐	☐
Describe the appropriate action to an unusual event that might indicate an emergency	☐	☐	☐	☐	☐
Apply creative and flexible problem solving to unusual events within my functional response requirements	☐	☐	☐	☐	☐
Evaluate the effectiveness of the actions I may take during an emergency response	☐	☐	☐	☐	☐

49: How likely is it that you report to work during each of the following public health emergencies occurring in LCHD?

Select one

	Not likely at all	Somewhat likely	Very likely	Extremely likely
Chemical Spill/ Explosion	☐	☐	☐	☐
Power Failure	☐	☐	☐	☐
Radiological/ Nuclear Incident	☐	☐	☐	☐
Severe Ice Storm	☐	☐	☐	☐
Pandemic Influenza Outbreak	☐	☐	☐	☐
Smallpox Incident	☐	☐	☐	☐
E. coli (foodborne outbreak) Outbreak	☐	☐	☐	☐
Natural Disaster (on the scale of Hurricane Katrina)	☐	☐	☐	☐

50: In the event of a disaster or public health emergency, could your job duties be completed from your home? (teleworking)

- ☐ Yes
- ☐ No
- ☐ I don't know

51: How likely is it that you would be putting your family at risk if you went to work during each of the following public health emergencies?

Select one

	Not likely at all	Somewhat likely	Very likely	Extremely likely
Chemical Spill/ Explosion	☐	☐	☐	☐
Power Failure	☐	☐	☐	☐
Radiological/ Nuclear Incident	☐	☐	☐	☐
Severe Ice Storm	☐	☐	☐	☐
Pandemic Influenza Outbreak	☐	☐	☐	☐
Smallpox Incident	☐	☐	☐	☐
E. coli (foodborne outbreak) Outbreak	☐	☐	☐	☐
Natural Disaster (on the scale of Hurricane Katrina)	☐	☐	☐	☐

52: How important is your role with the Lenawee County Health Department during a:

Select one

	Not at all important	Somewhat important	Very important	Extremely important
Chemical Spill/ Explosion	☐	☐	☐	☐
Power Failure	☐	☐	☐	☐
Radiological/ Nuclear Incident	☐	☐	☐	☐

Severe Ice Storm	☐	☐	☐	☐
Pandemic Influenza Outbreak	☐	☐	☐	☐
Smallpox Incident	☐	☐	☐	☐
E. coli (foodborne outbreak) Outbreak	☐	☐	☐	☐
Natural Disaster (on the scale of Hurricane Katrina)	☐	☐	☐	☐

53: Do you have a plan for your family in the event of a public health emergency?

- ☐ Yes
- ☐ No

54: Do you consider yourself to be essential personnel for a public health emergency?

- ☐ Yes
- ☐ No

55: Have you received any training that addresses your role during a public health emergency?

- ☐ Yes
- ☐ No

Specific Courses

56: Have you completed any of the following online individual study courses? (select all courses completed)

Select all that apply

- ☐ IS100: Introduction to the Incident Command System
- ☐ IS200: ICS for Single Resources and Initial Action Incidents
- ☐ IS300: Intermediate ICS for Expanding Incidents
- ☐ IS400: Advanced ICS for Command and General Staff
- ☐ IS700: National Incident Management System (NIMS), An Introduction
- ☐ IS800: National Response Plan (NRP), An Introduction
- ☐ "The Emergency Preparedness Core Competencies for Public Health Workers"

57: Can you describe the Incident Command System?

- ☐ Yes

☐ No

58: Should you speak to the media during a disaster or a public health emergency?

☐ Yes

☐ No

Other comments

59: Your personal training needs for public health emergencies

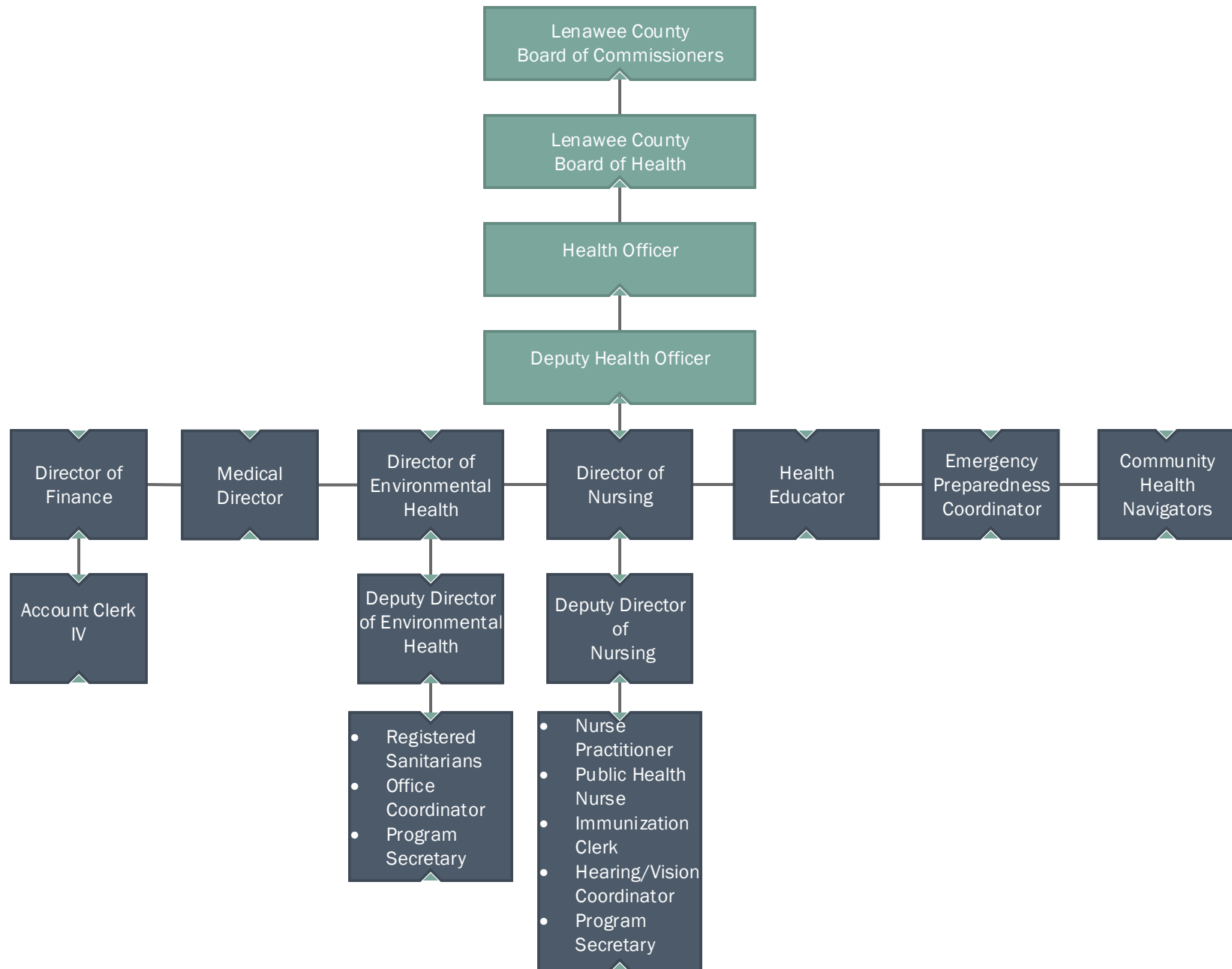
60: Your Division's training needs to public health emergencies

61: The Lenawee County Health Department's training needs for public health emergencies

 LENAWEE COUNTY HEALTH DEPARTMENT		2024 ANNUAL TRAINING CALENDAR																		
Course Name	Course Contact	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Probation	Bi-Annully	Annually	One Time	As Needed	Policy	Staff Affected
		Q1			Q2			Q3			Q4									
ALICE Training	Courtney Kaufman															X				All
Injury and Incidents (Preventing Slips, Trips, and Falls)	Courtney Kaufman															X			X	All
Public Health 101	Courtney Kaufman																X			All
LCHD Performance Review Process	Courtney Kaufman																X		X	All
OSHA Blood-Borne Pathogens	Courtney Kaufman												X			X			X	All
Medicare Fraud and Abuse: Prevent, Detect, report	Courtney Kaufman															X				All
Confidentiality Policy and Agreement	Courtney Kaufman													X					X	All
Combating Medicare Parts C & D Fraud Waste, & Abuse	Courtney Kaufman															X				All
HIPAA: Protected Health Information For Public Entities	Courtney Kaufman													X		X			X	All
Right to Know /Hazards Training	Courtney Kaufman													X		X				All
Coding in Reproductive Health Care Environment: Module 1	Jaime Greenwald																X			Business Office
Coding in Reproductive Health Care Environment: Module 2	Jaime Greenwald																X			Business Office
Coding in Reproductive Health Care Environment: Module 3	Jaime Greenwald																X			Business Office
Emergency Preparedness PIO Training	Susie Dice																X			PIO & EP Coord
FEMA ICS 100,200, 700	Susie Dice													X						All
FEMA ICS 300, 400	Susie Dice																X			Administration
FEMA ICS 800	Susie Dice													X						Administration
AED Training	Susie Dice															X				All
Emergency Preparedness	Susie Dice															X				All
CPR	Natalie Johnson																	X		Clinical
Environmental Health Hazards Communications Training	Kasee Johnson																			EH
MDARD Food Service Inspector	Kasee Johnson													X		X				EH
MDARD Food Law & Food Code	Kasee Johnson													X						EH
Standardized Food Trainer	Kasee Johnson															X				Designated EH

LENAWEE COUNTY HEALTH DEPARTMENT Employee Training Opportunities								
Data Analytics & Assessment Skills	Microsoft Excel Hacks	Qualitative Methods in Public Health Practice	Measuring Health Disparities	Introduction to Data Analysis Using Excel	GIS & Epidemiology	Needs Assessment & Evaluation	GIS in Public Health	Overview of Public Health Data
Policy Development & Program Planning Skills	Advancing Health Equity Through Power Building & Narrative Change	Succession Planning for Public Health Agencies	The Role and Use of Evidence in Policy	Introduction to Policy Analysis in Public Health	Public Health Policy & Advocacy	Introduction to Policy Evaluation in Public Health	Program Planning Fundamentals	Professionalism for Public Health Workers
Communication Skills	Effective Communications	Managing Conflict in the Workplace	Learn a New Language	Five Critical Customer Service Mistakes	Emotional Intelligence: Cultivating Immensely Human Interactions	Improving Interpersonal Communication & Relationships	Business English Skills: How to Navigate Tone, Formality, & Directness in Emails	How to Manage Conflict so it Doesn't Manage You
Health Equity Skills	Cultural Competency & Health Equity	Health Equity & Racial Justice in Public Health	Roots of Health Inequity	Health Equity & Prevention Primer	Environmental Health & Equity	Implicit Bias: Using Brain Science to Understand, Recognize, & Counter It	Changing Internal Practices to Advance Health Equity	Addressing Health Equity: A Public Health Essential
Community Partnership Skills	Community Health Assessment & Improvement Planning	Stronger Community, Better Response Connecting Community Organizations During Disaster	Fostering Community Partnerships to	Healthy Cities: Assessing Health Impacts Of Policies And Plans	Community Engagement: Using MAPP	Community Engagement: The People's Approach to Improving Health & Social	Cross-Sector Leadership & Health Equity	Data for Rural Health Equity, Vol. I: Understanding Population Health Concepts
Public Health Science Skills	Determinants of Health	Resilience & Positive Development	The 10 Essential Services of Public Health in Action	Foundations of Public Health Practice	Public Health 101 Series	Introduction to Public Health Informatics	Ethics and Public Health: How Public Health Reacts Ethically in a Disaster	Social Movements in Public Health
Management & Finance Skills	Managing Business & Finance in Public Health	Key Aspects of Financial Management	Public Health Financial Management	Budget Planning and Management	Project Planning	Planning for Financial Success	Grant Writing Basics	Writing in the Sciences
Leadership & Systems Thinking Skills	Systems Thinking In Public Health	An Overview of the Policy Process in Public Health and the Need for Systems Thinking	Leadership and Whole-Systems Change	Addressing Mental Health in Public Health Practice	Change Management & You: How Change Impacts Public Health Professionals	Advanced Leadership and Practice	Prioritization and Time Management	Change Management: How Leadership can Support Staff During Crises

Lenawee County Health Department Organizational Chart



**Lenawee County Health Department
Public Health Nursing Report
March/2024**

PROGRAM DESCRIPTION	Contract	Year-to-Date	Month	%	Year-to-Date	Month
	Level	(2023/24)	(2023/24)		(2022/23)	(2022/23)
<u>BCCCNP</u>						
Women seen	73	10	1	0%	45	1
Women Navigation	n/a	11	1	n/a	17	1
Women seen FP/BCCCNP	n/a	2	1	n/a	8	1
WISEWOMAN	30	5	1	0%	29	0
<u>CSHCS</u>						
Total client enrollment	n/a	2352	389	n/a	4,569	374
clients with medicaid	n/a	1803	296	n/a	3,678	300
clients with payment agreement	n/a	549	93	n/a	891	74
Plans of care	n/a	87	20	n/a	138	4
<u>REPRODUCTIVE HEALTH</u>						
Total Individuals served	364	178	26	15%	451	41
<u>HEARING</u>						
Children screened	n/a	3021	865	n/a	4,529	39
Early childhood (<i>under 3 yrs</i>)	n/a	28	0	n/a	78	0
Preschool (<i>3-5 yrs</i>)	n/a	280	96	n/a	1,121	2
School age (<i>Kindergarten & up</i>)	n/a	2713	769	n/a	3,349	37
Medical referrals	n/a	53	5	n/a	80	0
Otology clinic visits	n/a	0	0	n/a	0	0
<u>VISION</u>						
Children screened	n/a	4231	919	n/a	6,240	53
Early childhood (<i>under 3 yrs</i>)	n/a	35	0	n/a	75	0
Preschool (<i>3-5 yrs</i>)	n/a	140	45	n/a	999	0
School age (<i>Kindergarten & up</i>)	n/a	4038	874	n/a	5,166	53
Medical referrals	n/a	394	67	n/a	491	7
<u>IMMUNIZATIONS</u>						
Individuals seen in clinic	n/a	667	49	n/a	1,380	83
Vaccines administered (<i>private</i>)	n/a	663	26	n/a	654	52
Vaccines administered VFC	n/a	627	69	n/a	1,367	91
Vaccines administered AVP	n/a	79	11	n/a	152	31
Waiver appointments	n/a	116	10	n/a	333	12
<u>GENERAL COMMUNICABLE DISEASE</u>						
Cases investigated	n/a	2827	344	n/a	6,000	5,000
Animal bites (human)	n/a	86	6	n/a	216	7
Animal bites (non-human)	n/a	0	0	n/a	2	0
Positive Rabies	n/a	0	0	n/a	1	0
<u>COVID COMMUNICABLE DISEASE</u>						
Confirmed	n/a	784	50	n/a	93	93
Probable	n/a	1035	82	n/a	117	117
Suspect	n/a	127	2	n/a	40	40
<u>STI'S</u>						
Total clients seen	n/a	139	21	n/a	278	21
chlamydia	n/a	86	12	n/a	217	19
gonorrhea	n/a	23	8	n/a	88	8
syphilis	n/a	8	0	n/a	8	0
HIV clinic tests positive	n/a	1	0	n/a	1	0
<u>TB (Individuals)</u>						
Preventative treatment (county)	n/a	0	0	n/a	4	0
Active case treatment	n/a	1	0	n/a	0	0
Skin test follow-up	n/a	3	2	n/a	8	0
<u>LEAD OUTREACH</u>						
Abnormal tests investigated	n/a	71	8	n/a	85	7
<u>PERSONAL HEALTH OUTREACH</u>						
Outreach events	n/a	14	2	n/a	48	1

FOOD SERVICE INSPECTIONS MARCH 2024

ID	NAME	OWNER	ADDRESS	TYPE	P/PF	REM
248876	Ad LIB Coffee & Ice Cream	3 H Coffee	8877 Onsted Hwy, Onsted	3	0	0
13740	Addison Elementary School	Addison Community Schools	219 Comstock, Addison	2	1	0
73194	Addison High School Cafeteria	Addison Community Schools	219 Comstock, Addison	2	0	0
13723	Adrian Sr High	Adrian Public Schools	785 Riverside Ave, Adrian	2	0	0
13765	Alexander School	Adrian Public Schools	520 Cherry St, Adrian	2	0	0
212138	Aubrees Pizzeria & Grill	Mitten Hospitality Group LLC	1329 S Main St, Adrian	4	2	0
256154	Azteca Mexican Restaurant	Diego Cortez	105 McKenzie St, Hudson	4	0	0
13741	Blissfield Comm High School	Blissfield Community Schools	630 S Lane St, Blissfield	2	0	0
352152	Blissfield Coney Island	Daneys Coney Island INC	108 S Lane St, Blissfield	4	0	0
13747	Blissfield Elementary School	Blissfield Community Schools	640 S Lane St, Blissfield	2	0	0
13831	Blissfield Middle School	Blissfield Community Schools	1305 Beamer Rd, Blissfield	2	0	0
13827	Blissfield Senior Center	Lenawee CO Dept on Aging	206 S Lane St, Blissfield	2	0	0
13745	Britton Deerfield Schools	Britton Deerfield Schools	301 College Ave, Britton	2	0	0
13736	Britton Deerfield Schools	Britton Deerfield Schools	252 Deerfield Rd, Deerfield	2	0	0
13933	Brookdale Senior Living	BLC Adrian GC, LLC	1200 Corporate Dr, Adrian	7	1	0
239169	Brownie's House of Pizza	LKRR, INC	1002 W Chicago Blvd, Tecumseh	4	0	0
13909	Christian Family Centre	Lenawee Christian Ministries	1800 W US 223, Adrian	7	0	0
43721	City Limits Diner	Haralabos Stamatopoulos	114 1/2 Logan St, Tecumseh	4	0	0
13762	Clinton Community High School	Clinton Community Schools	340 E Michgian Ave, Clinton	2	0	0
13744	Clinton Community Sch-Middle	Clinton Community Schools	102 E Franklin St, Clinton	2	0	0
13692	Clinton Elementary School	Clinton Community Schools	200 E Franklin St, Clinton	2	0	0
13721	Daily Bread of Lenawee, The	Daily Bread of Lenawee INC	302 S Tecumseh St, Adrian	7	1	1
13724	Drager Middle School	Adrian Public Schools	340 E Church St, Adrian	2	0	0
13809	First United Methodist Church	First United Methodist Church	1245 W Maple Ave, Adrian	5	0	0
13822	Herrick Park Intermediate Learning Center	Tecumseh Public Schools	600 Herrick Park Dr, Tecumseh	2	0	0
13743	Hudson Area Sr High School	Hudson Area Schools	771 N Maple Grove, Hudson	2	0	0
351516	Knights in Shining Aprons LLC	Knights in Shining Aprons	1325 N Main St., Suite F, Adrian	3	0	0
13878	Lenawee Christian School	Christian Family Foundation	111 Wolf Creek Hwy, Adrian	2	0	0
50876	Lenawee Prep Academy	Lenawee Int School Dist	1372 N Adrian Hwy, Adrian	2	0	0
13781	Lincoln Elementary School	Adrian Public Schools	158 S Scott St, Adrian	2	0	0
13787	Lincoln Elementary School	Hudson Area Schools	746 N Maple Grove Ave, Hudson	2	0	0
13798	LISD Tech Center Culinary	Lenawee Interm Voc Ct	1372 N Main St, Adrian	2	0	0
13748	Madison Schools	Madison School	3498 Treat Hwy, Adrian	2	0	0
356217	Mavericks Pizza Hangar	Mavericks Pizza Hangar Corp	117 N Steer St, Addison	3	0	0
13766	Michener School	Adrian Public Schools	104 Dawes St, Adrian	2	0	0
13788	Morenci Elementary School	Morenci Area Schools	517 E Locust St, Morenci	2	0	0
13726	Morenci High School	Morenci Area Schools	788 E Coomer St, Morenci	2	0	0
236105	Nutrition Beach	Christal Underwood	140 N Lakeview Blvd, Manitou Beach	3	0	0
13851	Onsted Community School - Middle	Onsted Community School	10109 Slee Rd, Onsted	2	0	0
13742	Onsted Elementary School	Onsted Community School	10109 Slee Rd, Onsted	2	0	0
13664	Onsted High School	Onsted Comm Schools	10109 Slee Rd, Onsted	2	0	0
13883	Onsted Senior Center	Lenawee County Dept on Aging	333 Connor St, Onsted	2	0	0
13818	Patterson Intermediate Learning Center	Tecumseh Public Schools	401 N VanBuren, Tecumseh	2	0	0
13850	Porter Education Center	Lenawee Inter School Dist	2946 Sutton Rd, Adrian	2	0	0
54146	Prairie Elementary	Adrian Public Schools	2568 Airport Hwy, Adrian	2	0	0
355891	Reggies Tacos	Kyle Dewitt Truck Norris LLC DBA	101 E Maumee St, Adrian	3	1	0
13739	Sand Creek Elementary School	Sand Creek Comm Schools	6850 Sand Creek Hwy, Sand Creek	2	0	0
13749	Sand Creek High School	Sand Creek Comm Schools	6518 Sand Creek Hwy, Sand Creek	2	0	0
76056	Siena Heights University Center	Chartwells	1247 E Siena Heights Drive, Adrian	2	0	0
13786	Springbrook Middle School	Adrian Public Schools	615 Springbrook Ave, Adrian	2	0	0
46528	St Stephen Lutheran	St Stephen Lutheran	632 S Madison St, Adrian	5	0	0

FOOD SERVICE INSPECTIONS MARCH 2024

353822	Sunset Ridge BBQ	Michael J Caudill	113 S Evans St, Tecumseh	3	0	0
13820	Sutton Early Learning Center	Tecumseh Public Schools	2780 Sutton Rd, Adrian	2	0	0
13819	Tecumseh Acres Early Learning Center	Tecumseh Public Schools	600 Adrian St, Tecumseh	2	0	0
13763	Tecumseh High School	Tecumseh Public Schools	760 Brown St, Tecumseh	2	0	0
13752	Tecumseh Middle School	Tecumseh Public Schools	307 N Maumee St, Tecumseh	2	0	0
254786	Tip Top Restaurant	Meagan A Skampo	814 W Maumee St, Adrian	4	0	0
ID	REINSPECTIONS	OWNER	ADDRESS	TYPE	P/PF	REM
224129	Carlton Lodge	Carlton Lodge Adrian LLC	1629 W Maumee St, Adrian	4	2	0
ID	PRE-OPENING INSPECTIONS	OWNER	ADDRESS	TYPE		
X29	Chick-Fil-A	Just10 Enterprises LLC/Justin Amburgey	6636 W Central Ave, Toledo	7		
X10	Ninjaz Japaense Grill Express	Victor Taihuttv/Gauda LLC	2275 US 223, Suite B, Adrian	4		
ID	NEW OWNER INSPECTIONS	OWNER	ADDRESS	TYPE		
X03	Millers Family Restaurant	T&S Millers	1545 W Maumee St, Adrian	4		
X13	Raisin Valley Golf Course	Crist Investment Company INC	4057 Comfort Rd, Tecumseh	4		

TOTAL VIOLATIONS 6

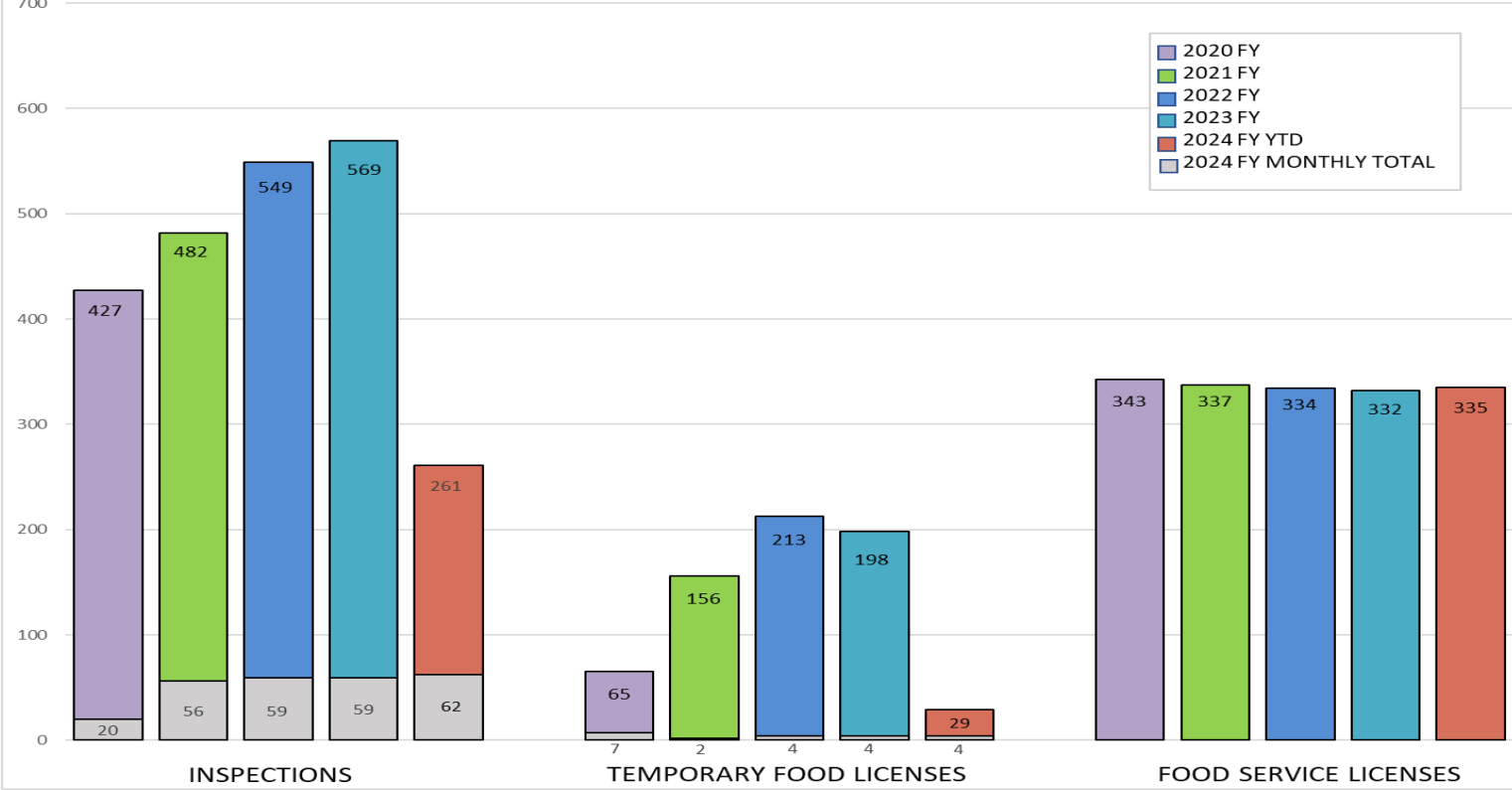
TYPE OF FOOD SERVICE ESTABLISHMENTS

- 1 = Bar only
- 2 = Cafeteria
- 3 = Fast Food
- 4 = Table Service (Bar w/food, Supper Club, & Family Dining)
- 5 = Church
- 6 = Commissary (Mobile & Vending)
- 7 = Other (Mobile Food Service, Prepackaged Food, etc.)

	Priority/Priority Foundation Violations Inspection - Violations Remaining
	Priority/Priority Foundation Violations Inspection - No Violations Remaining

	THIS YEAR	LAST YEAR
TOTAL # OF ESTABLISHMENTS INSPECTED	62	59
ROUTINE INSPECTIONS	57	54
TOTAL P/PF VIOLATIONS (ROUTINE)	6	8
AVERAGE VIOLATION NUMBER	6/57=.11	8/54=.15
REINSPECTIONS	1	4
NEW OWNER/PRE-OPENING INSPECTIONS	4	3
STFU INSPECTIONS	3	6
TOTAL # INSPECTIONS CONDUCTED	65	67
TEMPORARY FOOD LICENSES ISSUED	4	4
FOOD COMPLAINTS INVESTIGATED	2	3
OFFICE CONFERENCES	0	0
OFFICE HEARINGS	0	0

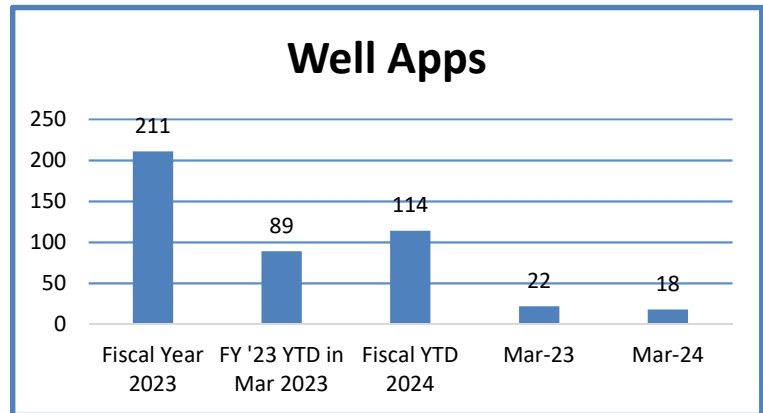
FOOD SERVICE 5 YEAR COMPARISON



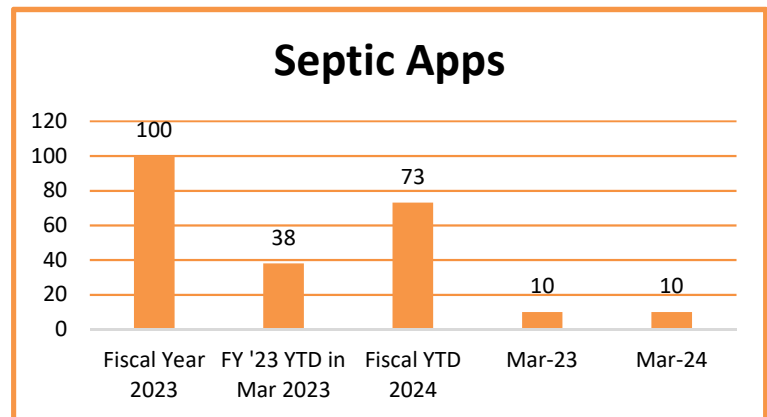
ENVIRONMENTAL HEALTH WELL/SEPTIC BOARD REPORT

MARCH 2024 APPLICATIONS

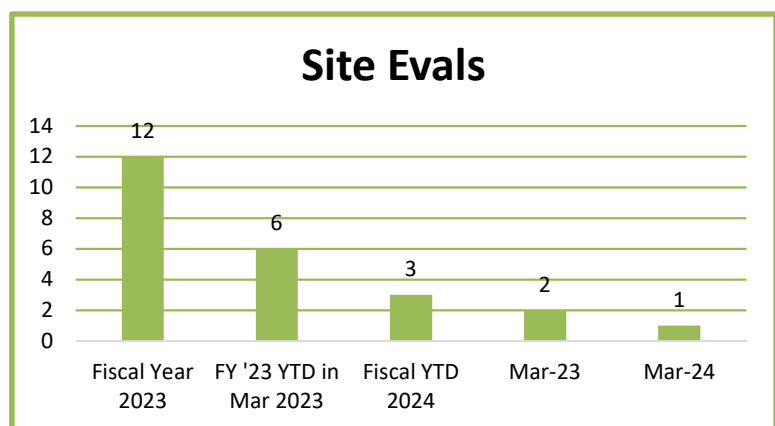
	Well Apps
Fiscal Year 2023	211
FY '23 YTD in Mar 2023	89
Fiscal YTD 2024	114
Mar-23	22
Mar-24	18



	Septic Apps
Fiscal Year 2023	100
FY '23 YTD in Mar 2023	38
Fiscal YTD 2024	73
Mar-23	10
Mar-24	10



	Site Evals
Fiscal Year 2023	12
FY '23 YTD in Mar 2023	6
Fiscal YTD 2024	3
Mar-23	2
Mar-24	1

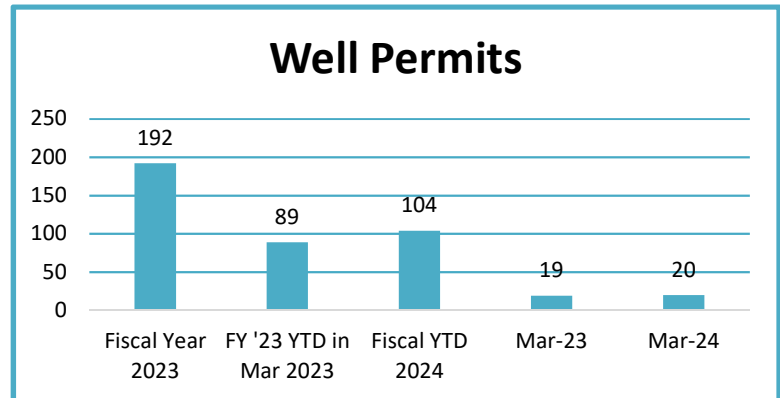


ENVIRONMENTAL HEALTH WELL/SEPTIC BOARD REPORT

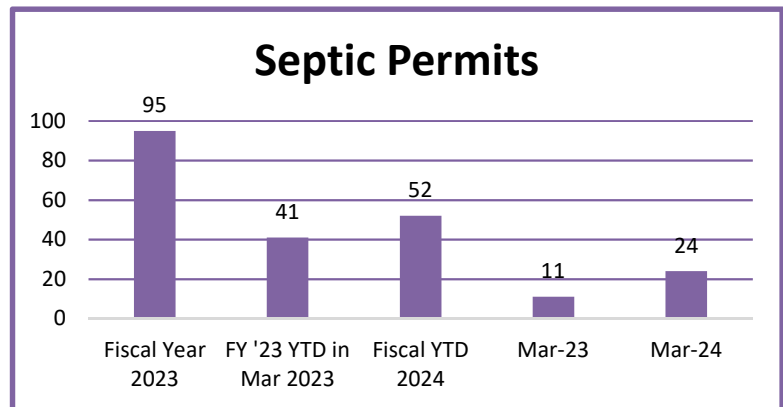
MARCH 2024 PERMITS

PERMITS:

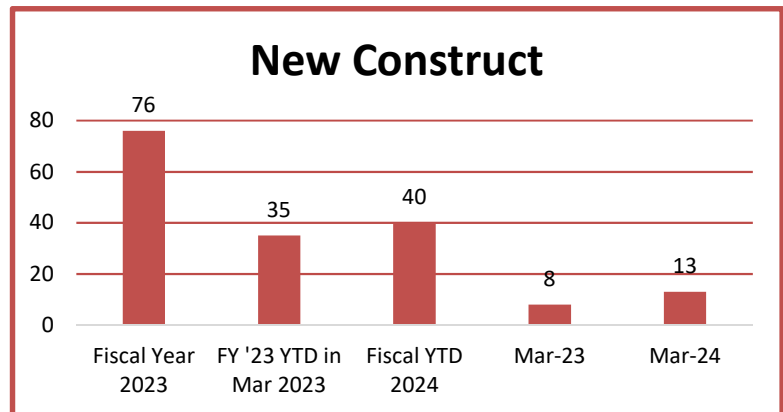
	Well Permits
Fiscal Year 2023	192
FY '23 YTD in Mar 2023	89
Fiscal YTD 2024	104
Mar-23	19
Mar-24	20



	Septic Permits
Fiscal Year 2023	95
FY '23 YTD in Mar 2023	41
Fiscal YTD 2024	52
Mar-23	11
Mar-24	24



	New Construct
Fiscal Year 2023	76
FY '23 YTD in Mar 2023	35
Fiscal YTD 2024	40
Mar-23	8
Mar-24	13



Lenawee County Health Department
Financial Report
1st Quarter FY24- As of 12.31.23

Program	EXPENSES	REVENUE	LOCAL DOLLARS
ADMINISTRATION	9905.96	9905.96	0.00
EMERGENCY PREPAREDNESS	36902.13	36902.13	0.00
ENVIRONMENTAL HEALTH	12000.49	2911.33	9,089.16
CHILDHOOD LEAD POISONING PROGRAM	220.99	5001	(4,780.01)
IMMUNIZATIONS	86062.46	49533.82	36,528.64
STD/AIDS	41216	41216	0.00
HIV PREVENTION	7578.89	5156	2,422.89
BREAST & CERVICAL CANCER-Coordination	5412.44	3162	2,250.44
EH ADMIN	73223.23	73223.23	0.00
FOOD	74365.2	77536.77	(3,171.57)
BREAST & CERVICAL CANCER-DIRECT Services	7456.57	1229.64	6,226.93
SEWAGE	51391.41	92462.41	(41,071.00)
WATER	43544.82	68813.59	(25,268.77)
WISEWOMAN-COORD	9206.12	1988	7,218.12
WATER- LONGTERM MONITORING	0	0	0.00
GENERAL COMMUNICABLE DISEASE	19384.57	19384.57	0.00
WATER- NONCOMMUNITY TYPE2	32769.94	32769.94	0.00
TB CONTROL	0	24	(24.00)
FAMILY PLANNING	53258.44	34915.94	18,342.50
Medicaid OUTREACH	10344.5	10344.5	0.00
VECTOR-BORNE SURVEILLANCE	265.11	2250	(1,984.89)
HEARING	20056.83	27433.4	(7,376.57)
DIRECT SERVICES - CHILDREN MCH	6567.65	11772	(5,204.35)
VISION	20613.53	27832.74	(7,219.21)
SEPTAGE	0	0	0.00
CHILDRENS SPECIAL HEALTH CARE (CSHCS)	25162.56	10329	14,833.56
BEACH MONITORING	0	0	0.00
NURSING ADMINISTRATION	64831.52	64831.52	0.00
IMMUNIZATION ACTION PLAN	9210.76	12162	(2,951.24)
PFAS RESPONSE	0	0	0.00
DEPARTMENT ON AGING	5790.04	5790.04	0.00
COVID EPI LAB	137237.69	137238	(0.31)
COVID IMMUNIZATIONS	26746.13	44211	(17,464.87)
BODY ART	85.38	780	(694.62)
CAMPGROUNDS	276.91	3120	(2,843.09)
POOLS	280	2525	(2,245.00)
MALPH LHD WELLNESS	0	0	0.00
COVID WORKFORCE DEVELOPMENT	428.37	0	428.37
CSHCS VACCINE INCENTIVE	2584.57	879	1,705.57
MEDICAL MARIJUANA OPERATIONS	0	0	0.00
RURAL HEALTH INITIATIVE	23266.31	23266.31	0.00
Total:	917647.52	940900.84	(23,253.32)