

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
301 N. Main St, Adrian, MI 49221

MEETING LOCATION

Chambers

Minutes: Wednesday, April 17, 2024

I. Call to Order

The April 17, 2024, BOH meeting was called to order at 4:00 PM by BOH Chair John Tuckerman.

II. Approval of Agenda

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

III. Approval of Minutes

A. Approval of Minutes: January 17, 2024

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

IV. Reports - Board of Health

A. Review of Accounts Payable Report

Accounts Payable (AP) Invoice Report [February and March 2024] – The monthly AP Invoice Report (full text on file), was reviewed.

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

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

B. Health Officer's Report

Health Officer Monica Hunt provided an update on ongoing projects. The cost of the cubicle construction increased by 40% for nursing staff, and by 28% for Environmental Health staff and has already received approval from Administration and the Maintenance Department. The IT requests for computers and a new server have also been approved, and staff computers have already started being replaced.

Monica stated that \$31,637 was received in Marijuana Education grant funding and will be contracting with Hoyden to do advertisements on social media.

The Kindergarten Oral Health Assessment (KOHA) program has contracted with Dentists R Us, and 65% of the \$88,000 contract will be paid to their organization for their services.

Monica stated that \$26,000 in funding was received from the Michigan Center for Rural Health and submitted a plan to use the funds for veggie mobile certificates, and transportation tokens for community members who fill out the social determinants of surveys and express their need for transportation or food insecurities.

Upcoming events include the Health Check on April 25th, at St. Mary's Activity Center, the Health Department will be closed from 8 AM - 1 PM for staff training, Drug Take Back Day on April 27th, at Hickman Hospital, and May 11th is Spring Clean up for the county.

New COVID guidance has been issued, respiratory viruses have been moderate, and flu, RSV, and COVID cases are decreasing.

Monica reports to the Human Services Committee and has been asked to conduct a comparison of well and septic codes among comparable counties. In addition, Monica will share some main points on the upcoming state wide septic code. Monica will supply these reports to the board next month.

The Medina-Hudson litigation expenses total \$165,349, and the property owners that needed wells have already submitted their applications.

Avian Influenza cases are being reported in Michigan, and information has been shared on social media and local veterinarians.

Monica has invited Dr. Chrernin to attend a meeting and he plans to attend the July 17th BOH meeting.

V. Existing Business

No discussion.

VI. New Business

A. Workforce Development Plan

Monica included the Workforce Development Plan packet for review and fee Monica stated that this plan would be beneficial to staff, particularly the staff survey. Monica allowed the board to provide any feedback and ask questions, and there was no further discussion.

B. May and June 2024 Meeting Dates

After discussion, the May 15th, 2024 meeting date will remain as scheduled. The June BOH meeting will be rescheduled for Thursday, June 20th.

C. Expanded Accounts Payable Report

After discussion, it was decided that the Expanded Accounts Payable Report is no longer necessary, and only the Accounts Payable Summary Listing will be included in the packets.

D. Food Enforcement Update

Monica provided an update on the enforcement actions against Hooligans Bar and Grill regarding violation 3-501.17, which is improper labeling of ready to eat food. This violation does not present an immediate public health risk. However, it is still a violation of the Michigan Food Law. After reaching out to the Michigan Department of Agricultural and Development (MDARD) and corporation council, it was advised that this violation does not

warrant license suspension.

After further discussions, Monica was asked to review the current food enforcement policy and procedures and establish alternative enforcement including fines and costs. Commissioner Collins asked Health Officer Hunt to write a letter to MDARD.

Motion by LeeAnn Minton supported by Aimrie Taylor, to review and update current Food Enforcement Policies and Procedures. Motion carried, 5-0.

Motion by LeeAnn Minton supported by Commissioner Collins, to send a letter to MDARD to get additional guidance on how to move forward on this particular violation. Motion carried, 5-0.

VII. Program Reports - Board of Health

A. Personal Health

Natalie reported that many outreach events are coming up that staff will be attending. A \$25,000 grant for measles response and readiness has been granted for education and community benefit. Lenawee County currently has no recorded cases of measles. Natalie stated that clinics are struggling to get back to pre-COVID levels, but attending additional outreach events, partnering with community members, and conducting clinics in various locations may help the numbers increase. Natalie stated that the new nurse practitioner has been a great addition to the team.

B. Environmental Health

Kasee reported that more food inspections took place in March due to schools being inspected. Some restaurant ownership changes occurred, including Adrian's Miller's Family Restaurant. Environmental Health has been quite busy with plan reviews, particularly for food trucks. The Environmental Health Technician position is currently available and accepting applications. Kasee stated that we will provide handwashing stations at various events this year.

C. Emergency Preparedness

Susie reported that the Strategic National Stockpile exercise was conducted by the state. The exercise was conducted to test the online portal used to order mass quantities of medical supplies.

Susie has trained staff on the Distribution Node process, which is how the health department receives mass quantities of medical supplies. After the training, Susie is going to update the process and conduct another training session in June.

The health department received two new AEDs- automatic external defibrillators. All health department staff had training on the devices at the end of February.

D. Finance

Jaime reported the 2nd quarter just ended and will provide the report at next month's meeting. Preliminary budget preparations have begun for the county. Jaime included the 1st quarter report in the packet for review.

VIII. Public Comment

No public comment.

IX. Adjournment

The Lenawee County BOH meeting was adjourned at 4:39 PM by BOH Chair John Tuckerman.