



# LENAWEE COUNTY

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# HEALTH DEPARTMENT

MEETING MINUTES

BOARD OF HEALTH

April 20, 2022

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Present: John Tuckerman, John Frye, Lee Ann Minton, Dr. Lorrie Tritt

Also Present: Angie Carlton, Susie Dice, Monica Hunt, Kasee Johnson, Natalie Johnson

Absent: Commissioner Terry Collins

## **CALL TO ORDER**

The April 20, 2022 Board of Health (BOH) meeting was called to order at 4:00 PM by BOH Chair John Tuckerman.

## **APPROVAL OF AGENDA**

It was requested that the following item be added to the April 20, 2022 agenda:

- *Old Business: FOIA Procedure*
- *New Business: Health Officer Position*

Motion by John Frye supported by Dr. Lorrie Tritt, to approve the April 20, 2022 BOH agenda as amended. Motion carried, 4-0.

## **APPROVAL OF MINUTES**

Motion by Lee Ann Minton supported by Dr. Lorrie Tritt, to approve the March 16, 2022 BOH meeting minutes as presented. Motion carried, 4-0.

## **REVIEW OF ACCOUNTS PAYABLE REPORT**

The monthly AP Invoice Report for March 2022 (full text on file), was reviewed.

Clarification was requested on the employee cell phone reimbursement amount, as well as the following:

- *Vendor 3455 - Gordon Stowe & Associates paid by check #401359 for \$829.00 – Calibrating Medical Equipment*
- *Vendor 5339 - Helmer Scientific paid by check #401146 for \$1331.06 – Vaccine Refrigerator Maintenance*
- *Vendor 3591 - Stanley M. Sala & Associates paid by EFT #29115 for \$13,154.60 – Legal Fees for Medina/Hudson Twp. Litigation (Itemization of these fees will be provided for the board to review per request)*



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- *Vendor 15099 – Red Letter Productions Inc. paid by EFT # 29108 for \$800.00 – Audio Equipment for Board of Health Meeting*

There was discussion regarding the necessity of Red Letter Productions providing audio services for future BOH meetings. Monica reported a county project to expand the audio capabilities in the River Raisin Room is underway but a definitive date of completion has yet to be determined.

Motion by John Frye supported by Dr. Lorrie Tritt, to suspend the services of Red Letter Productions on a regular basis. Motion carried, 3-1.

Motion by John Frye supported by Lee Ann Minton, to accept and approve the March 2022 Accounts Payable Report as explained, Motion carried, 4-0.

## **HEALTH OFFICER'S REPORT**

Health Officer Update - Monica reported she has been appointed Acting Health Officer by the State of Michigan for an initial term of 6 months.

COVID-19 – 51.3% of the age-eligible Lenawee County population have been fully vaccinated. Booster shots are available at the health department on a walk-in basis Mondays, Wednesdays and Fridays. The county remains a low-level community transmission, and in the recovery phase. A slight increase in cases is expected in May, but likely will not affect hospitalizations or cause facilities to become overwhelmed.

Personnel – The following positions remain vacant:

- *Finance Director*
- *Compliance Check Youth Decoys*
- *Sanitarian*
- *Deputy Director of Personal Health*
- *Environmental Health Technician*

## **OLD BUSINESS**

FOIA Procedure - There was follow-up discussion on whether personal handwritten notes taken by board members during a meeting are part of an official FOIA request. A request was made for legal counsel to provide an official statement. The BOH will be kept apprised.

## **NEW BUSINESS**

Health Officer – There was discussion regarding what the procedure will be for the Health Officer position – Administrator Murphy will be contacted for clarification. The BOH will be kept apprised.



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## **PROGRAM REPORTS**

Personal Health – Natalie reviewed the *PHN Report* for March 2022 (full text on file). Natalie reported covid vaccinations continue to be offered on a walk-in basis 3 days per week. The Deputy Director of Personal Health position has been vacant for over a year. The state of Michigan has reported the first pediatric influenza death in Kalamazoo, there has been a total of 16 pediatric influenza deaths in the United States, which is significantly lower than previous years.

Environmental Health – Kasee reviewed the *Well & Septic Permits/Applications* for March 2022, (full text on file). Kasee reported things have picked up in the last week, with an increase of applications being submitted.

Kasee reviewed the *Monthly Restaurant Inspections* for March 2022, (full text on file). Kasee reported food licenses are due by the end of the month. Additionally, there has been a lot of plan reviews submitted.

Emergency Preparedness – Susie reported that Avian Influenza has been detected in 5 Michigan counties: Washtenaw, Livingston, Macomb, Menominee and Kalamazoo. No cases of human illness have been reported.

Financial – Monica reported funding has been received for marijuana education. Funding initiatives will focus on safety and general education for the public. The health department recently provided the Lenawee County Substance Abuse Coalition with 40 lock bags for the drug take-back event. The 2<sup>nd</sup> quarter report will be available at next month's meeting.

**PUBLIC COMMENT** – Public comment was received by Ms. Bethany Teague of Blissfield.

There board resumed discussion regarding the necessity of Red Letter Productions providing services at future meetings. It was decided to withdraw the previous motion to suspend the services of Red Letter Productions.

Motion by John Frye supported by Dr. Lorrie Tritt, to withdraw the motion to suspend the services of Red Letter Productions on a regular basis. Motion carried, 4-0.

## **ADJOURNMENT**

The Lenawee County BOH meeting was adjourned at 4:51 PM by BOH Chair John Tuckerman.

Respectfully submitted,

Lenawee County Board of Health  
John Tuckerman BOH Chair  
Angie Carlton, BOH Secretary