



BOARD OF HEALTH

Monthly Meeting: June 28th, 2024, 9:30 a.m.

521 Cobb St, Cadillac, MI

A G E N D A

- I. Call to Order.....Richard Schmidt, Chair**
- II. Roll Call**
- III. Review and Approval of the Agenda**
- IV. Review and Approval of Board of Health Meeting Minutes..... May 31, 2024**
- V. Public Comment**
- VI. Committee Reports**
 - A. Executive Committee.....Richard Schmidt
 - B. Finance Committee.....Bryan Kolk
 - 1. *Finance Report*
 - 2. *Approve Accounts Payable and Payroll*Action Item
 - C. Personnel Committee.....Bob Baldwin
 - D. Legislative Committee.....Nick Krieger
- VII. Board of Health Presentation – IT Technology Update.....Dawn Fisher**
- VIII. Administration Reports**
 - A. Medical Director.....Dr. Jennifer Morse, MD
 - B. Deputy Health Officer.....Sarah Oleniczak
 - C. Health Officer.....Kevin Hughes
- IX. Other Business**
- X. Next Board Of Health Meeting: July 26, 2024, 9:30 a.m.**
- XI. Adjournment**

Public Comment Rules

1. At each Board of Health regular meeting that is open to the public, there shall be a public comment period. It shall be held at the beginning of the meeting following approval of the meeting agenda and previous meeting minutes.
2. Any individual desiring to make a public comment shall be requested to first state their name and address for the record.
3. An individual is limited to a three (3) minute time period for public comment. The individual is not limited to one topic.
4. An individual will not be allowed to speak more than once during the public comment period.
5. An individual may not transfer, reserve, delegate or yield any public comment time to other individuals.
6. All public comments shall be directed to and through the Chairperson of the Board of Health. Individuals shall not directly address any other member of the public, other Board of Health members or staff.



BOARD OF HEALTH

Monthly Meeting: May 31st, 2024, 9:30 a.m.

521 Cobb St, Cadillac, MI

AGENDA

- I. **Call to Order**.....Richard Schmidt, Chair
- II. **Roll Call**
Members Present – In Person: *Robert Baldwin, Kristine Raymond, Richard Schmidt, Jeff Dontz, Ron Bacon, Nick Krieger, Tom O’Neil, Ray Steinke, Roger Ouwinga, Bryan Kolk, Jim Maike, Paul Erickson, Julie Theobald, Gary Taylor*
Staff Present - In Person: *Kevin Hughes, Christine Lopez, Sheila Parker, Britney Wright, Bret Haner, Dr. Jennifer Morse*
Staff Excused: *Sarah Oleniczak*
Members Excused: *Bob Walker, Star Hughston*
Guests: *None*
- III. **Review and Approval of the Agenda:** Motion by Jeff Dontz, second by Ray Steinke to approve the meeting agenda.
Motion Carried
- IV. **Review and Approval of Board of Health Meeting Minutes:** Motion by Ron Bacon, second by Bryn Kolk to approve the minutes of the April 26, 2024, meeting.
Motion Carried
- V. **Public Comment:** N/A
- VI. **Committee Reports**
 - A. **Executive Committee** - Richard Schmidt, Committee Chair, deferred to Kevin. Kevin stated the committee did not meet and did not foresee needing to have a meeting soon.
 - B. **Finance Committee** - Bryan Kolk, Committee Chair, stated the committee did not meet. Deferred to Christine Lopez.
 - Finance Report - Christine Lopez presented the finance report for April 30, 2024, beginning on page 9. Cash balance is \$13.7 million, total assets and liabilities of \$17.4 million, with an increase in fund balance of \$521,717.99. YTD total revenue \$16.52 million, and YTD expenses of \$15.99 million. The current cash balance as of May 24, 2024, is \$14.02 Million. Accounts Payable & Payroll totaled \$2,121,629.79.

Approve Accounts Payable and Payroll: Motion by Ron Bacon, seconded by Ray Steinke to approve accounts payable and payroll in the amount of \$2,121,629.79.

Roll Call

<i>Robert Baldwin</i>	<i>Yes</i>	<i>Kristine Raymond</i>	<i>Yes</i>
<i>Richard Schmidt</i>	<i>Yes</i>	<i>Jeff Dontz</i>	<i>Yes</i>
<i>Ron Bacon</i>	<i>Yes</i>	<i>Nick Krieger</i>	<i>Yes</i>
<i>Tom O'Neil</i>	<i>Yes</i>	<i>Ray Steinke</i>	<i>Yes</i>
<i>Roger Ouwinga</i>	<i>Yes</i>	<i>Bryan Kolk</i>	<i>Yes</i>
<i>Jim Maike</i>	<i>Yes</i>	<i>Pal Erickson</i>	<i>Yes</i>
<i>Julie Theobald</i>	<i>Yes</i>	<i>Gary Taylor</i>	<i>Yes</i>

Motion Carried

- Kevin Hughes reported the house and senate released their perspective budgets. There were three items directly impacting LPH. ELPHS dollar amount left at 75 million. Hearing and vision, the senate did include additional funding while the house left it as is, will go to conference committee to sort out. Dental funding asked for \$2.5 million, and both the house and senate did include that in their budgets. It was questioned how home school kids get their dental screening done and Director Britney Wright stated that they have clinic days for those kids to come into the office.
- C. Personnel Committee** - Bob Baldwin, Committee Chair, stated they did not meet.
- Kevin Hughes asked for consideration due to staff losses in the environmental health division. Currently we have lost three of our six food sanitarians. Interviews were completed and they are working on getting staff hired, but it does take 8-12 months to be fully trained. Recognizing that we are coming into festival season and board members may hear some concerns that permits are going to be tough to get done in a timely manner. Some well and septic sanitarians can assist with temporary food inspections but are unable to do restaurant permits.
- D. Legislative Committee** - Nick Krieger, Committee Chair, stated nothing to report.
- Kevin Hughes stated there is nothing to report at this time on the statewide sanitary code but that we are waiting to see what may come with substitute four bills. Senate bills 486-490 aimed at mobile home parks to increase LARA oversight. Potential that this could come back into LPH arena.
 - Bob Baldwin inquired with it being election season if there was a likelihood of the statewide code moving along. Kevin stated that he's concerned that we may get into lame duck session, and something will get through that we will need to deal with. Jim Maike stated that Representative Skaggs, one of the bill sponsors, is a 1st year state rep. and the person that seconded it is also a 1st year state representative. Thinking that an outside agency may be driving this.

VII. Board of Health Presentation – Emergency Preparedness Update: Bret Haner, Emergency Preparedness Coordinator, presented that DHD10 has had some recent staff exercises. The first exercise was a functional exercise of the incident management team. The scenario was that someone blew up the Wexford County office resulting in injuries and staff deaths. The objective was to have IMT staff assume control over health department operations and take the steps necessary to handle an incident where administration isn't available. It went well with opportunities for improvements noted and policy changes made. The second exercise was an all-staff tabletop exercise. Tabletop type exercises are more discussion based. Staff were put into groups by county and discussed a scenario around a Hepatitis A outbreak. There was good feedback but there was room for improvement. This is part of the accreditation process, and we do these types of exercises annually. EP plans at the health department include a crisis and emergency risk communication plan. The agency's public information officer is in charge. It's a guide to communicate with partners and the public in the event of emergency. The Internal EP plan highlight types of emergencies in the office for staff which includes a checklist for staff to reference. Lastly is the emergency operation plan. The PHICS plan is a plan that divides staff into functional areas. The agency has had some potential threats in our communities. One was an active shooter in Manistee. In these situations, communication to our offices wasn't effective. All counties do have mass notification systems and information on accessing these systems has been shared with staff as well as encouragement to sign up to receive these notices.

VIII. Administration Reports

A. Medical Director - Dr. Jennifer Morse, MD

- Dr. Morse presented her report on avian influenza. Can cross over to mammal species as well. Calhoun county had it in a dairy farm, and two more cases in Gratiot and Clinton County since report was submitted. Two human infections that work at dairy farms in Michigan have been reported. Current concerns related to human infections are low, but the main concern is that it could become a pandemic strain. Instructions on how to report were provided.
- Recommendation is that even though risk is low, awareness needs to be raised. Continue to create one health policy as animals and humans are closely related.
- Ticks were discussed and it was shared that West Shore Community College is the next location where information on ticks, mosquitoes, and bed bugs will be shared. This session is part of a collaborative effort between DHD#10 and MDARD and will take place on June 4. Will send information out to board members to see if they would like to attend.

Motion by Jim Maike, second by Ray Steinke, to approve the recommendations.

Motion Carried

- B. Deputy Health Officer - Sarah Oleniczak not present. Kevin presented the report and highlighted the revised DHD#10 Core Values.
- C. Health Officer - Kevin Hughes presented his report.

- EPI Team update-avian influenza. Bio security piece recommend PPE be used.
- PFAS update-Status quo.
- Enforcement actions - Timberly village continues as status quo.
- Stakeholders meeting most recently in Mason County.
- MDHHS state accreditation the week of June 10-most review sessions are taking place in Wexford, the Powers and Duties section is June 11 at 10 am and is open to board members if they would like to attend.
- NALBOH conference is coming up and geared towards BOH members. We can support three members to attend the conference. It's Aug 12-14 in Nashville.
- Community presentations discussed earlier, but the last one is June 4th at Westshore Community College at 9am.
- Septic replacement loan program flyer attached. It discusses that income qualified loans are now included.

IX. Other Business: Paul Erickson stated that Kevin did a presentation last week at the board of commissioners meeting and it went well. Kevin stated he has been trying to bring EH director Max along to share information about himself. Jim Maike stated he attended a conference on the statewide sewer bill and discussed how it went. Kevin updated that the sensory rooms are finished in Wexford and Missaukee counties. Tours of the Wexford room were offered to interested BOH members.

X. Next Board of Health Meeting: June 28, 2024, 9:30 a.m.

XI. Adjournment: Motion by Ray Steinke, second by Nick Krieger to adjourn the meeting.

Motion Carried

Richard Schmidt adjourned meeting 10:40 am

District Health Department #10
Balance Sheet
May 31, 2024

Prepared by:
Christine Lopez, MBA
Administrative Services Director

Assets

Current Assets

Cash	13,290,689.23
Due From State	1,905,136.96
Due From Others	<u>616,511.09</u>
Total Current Assets	15,812,337.28

Other Assets

Inventory	276,050.00
Prepaid Expense	<u>560,032.84</u>
Total Other Assets	<u>836,082.84</u>
Total Assets	<u><u>16,648,420.12</u></u>

Liabilities

Current Liabilities

Accounts Payable	173,348.39
Payroll Taxes/Deductions Due	118,061.14
Accrued Wages	<u>735,285.99</u>
Total Current Liabilities	1,026,695.52

Other Liabilities

Deferred Revenue	<u>6,424,856.13</u>
Total Other Liabilities	<u>6,424,856.13</u>
Total Liabilities	<u>7,451,551.65</u>

Fund Balance

Fund Balance	8,891,494.72
Increase(Decrease) in Fund Balance	<u>305,373.75</u>
Total Fund Balance	<u>9,196,868.47</u>

Liabilities and Fund Balance	<u><u>16,648,420.12</u></u>
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District Health Department #10
Statement of Revenues and Expenditures
As of May 31, 2024

Prepared by:
Christine Lopez, MBA
Administrative Services Director

	Current Month	YTD Actual	Budget	Total Budget Variance	Percent Budget Remaining
Revenues					
State & Federal Funding					
Administration					
Agency	0.00	0.00	716,670.00	716,670.00	(100.00) %
CHIR SDoH Community Info Exchange	6,684.00	41,448.00	19,431.00	(22,017.00)	113.30 %
CJS Alliance	4,949.00	7,988.00	23,466.00	15,478.00	(65.95) %
Cross Jurisdictional Sharing Admin	0.00	12,346.00	44,530.00	32,184.00	(72.27) %
Emergency Preparedness	11,329.00	129,057.00	176,876.00	47,819.00	(27.03) %
Medicaid Outreach	21,353.00	157,444.00	292,007.00	134,563.00	(46.08) %
North Central Network Collaboration	0.00	0.00	34,044.00	34,044.00	(100.00) %
Public Health Workforce	0.00	116,290.00	110,000.00	(6,290.00)	5.71 %
SDoH Accelerator Grant	0.00	41,056.00	41,056.00	0.00	0.00 %
Stigma Campaign - Newaygo County	0.00	0.00	6,698.00	6,698.00	(100.00) %
Strengthening Public Health Workforce	13,471.00	62,289.00	176,000.00	113,711.00	(64.60) %
Substance Use Stigma Assessment SSAR	0.00	108,945.55	108,945.00	(0.55)	0.00 %
Total Administration	57,786.00	676,863.55	1,749,723.00	1,072,859.45	(61.32) %
Clinical					
COVID Immunizations	0.00	281,371.00	281,371.00	0.00	0.00 %
Communicable Disease	32,824.00	253,506.00	281,331.00	27,825.00	(9.89) %
ELC Contact Tracing and Wraparound	59,655.00	440,395.00	704,286.00	263,891.00	(37.46) %
Family Planning	46,030.00	363,096.00	414,508.00	51,412.00	(12.40) %
Imms Vaccine Quality Assurance VQA	0.00	54,660.00	54,660.00	0.00	0.00 %
Immunization Site Visits VFC/INE	0.00	11,225.00	15,000.00	3,775.00	(25.16) %
Immunizations	0.00	205,140.00	528,807.00	323,667.00	(61.20) %
Immunizations Action Plan - IAP	13,094.00	85,017.00	113,694.00	28,677.00	(25.22) %
STI Clinics	25,768.00	109,586.00	125,000.00	15,414.00	(12.33) %
Total Clinical	177,371.00	1,803,996.00	2,518,657.00	714,661.00	(28.37) %
Community Health					
Breast Cervical Cancer Control Program	5,371.00	53,402.00	78,402.00	25,000.00	(31.88) %
CCL Community Connections	0.00	221,745.00	333,306.00	111,561.00	(33.47) %
Dental Sealants	2,265.00	25,006.00	29,000.00	3,994.00	(13.77) %
HIV Prevention	635.00	10,163.00	45,000.00	34,837.00	(77.41) %
Harm Reduction Support	12,248.00	81,193.00	160,000.00	78,807.00	(49.25) %
Kindergarten Oral Health Assessment	9,476.00	59,294.00	98,308.00	39,014.00	(39.68) %
Live Well Reach Grant	37,890.00	182,000.00	719,008.00	537,008.00	(74.68) %
Tobacco Grant	5,888.00	23,069.00	40,000.00	16,931.00	(42.32) %
Wisewoman Coordination	5,985.00	26,875.00	26,875.00	0.00	0.00 %
Total Community Health	79,758.00	682,747.00	1,529,899.00	847,152.00	(55.37) %
Environmental Health					
Beach Monitoring	0.00	0.00	20,000.00	20,000.00	(100.00) %
Beach Monitoring - Inland Lakes	0.00	3,245.57	10,788.00	7,542.43	(69.91) %
Campgrounds	0.00	7,978.00	23,600.00	15,622.00	(66.19) %
Drinking Water	38,207.00	376,835.00	935,342.00	558,507.00	(59.71) %
Food Service	0.00	464,237.00	464,237.00	0.00	0.00 %
Long Term Groundwater Monitoring	0.00	720.00	7,700.00	6,980.00	(90.64) %
Non Community Water	61,796.00	478,141.00	798,197.00	320,056.00	(40.09) %
On-Site Sewage - Land Application	0.00	200.00	12,200.00	12,000.00	(98.36) %
On-Site Sewage - Septic Systems	69,678.00	578,810.00	873,959.00	295,149.00	(33.77) %
PFAS Eagle Ottawa Farm	1.00	147.00	1,476.00	1,329.00	(90.04) %

District Health Department #10
Statement of Revenues and Expenditures
As of May 31, 2024

Prepared by:
Christine Lopez, MBA
Administrative Services Director

	Current Month	YTD Actual	Budget	Total Budget Variance	Percent Budget Remaining
PFAS Grayling Water Recovery	1,576.00	53,073.00	118,925.00	65,852.00	(55.37) %
PFAS Kalkaska	2.00	1,965.00	3,451.00	1,486.00	(43.05) %
PFAS Ludington WWTP	0.00	106.00	1,476.00	1,370.00	(92.81) %
PFAS Rothbury	2.00	577.00	37,661.00	37,084.00	(98.46) %
PFAS Wexford Missaukee CTC	3.00	1,161.00	40,619.00	39,458.00	(97.14) %
Pools & Spas	0.00	5,562.00	18,110.00	12,548.00	(69.28) %
Total Environmental Health	171,265.00	1,972,757.57	3,367,741.00	1,394,983.43	(41.42) %
Home Visiting					
CSHCS Care Coordination Case Manager	0.00	40,700.06	125,000.00	84,299.94	(67.43) %
CSHCS Vaccine Initiative	3,482.00	3,914.00	11,447.00	7,533.00	(65.80) %
Children's Special Health Care Services	1,810.00	216,765.00	340,956.00	124,191.00	(36.42) %
HFA FFPSA	15,802.00	86,451.00	130,000.00	43,549.00	(33.49) %
Healthy Families America Grand Traverse	18,995.00	153,699.00	200,142.00	46,443.00	(23.20) %
Hearing	0.00	76,808.00	76,808.00	0.00	0.00 %
Lead Home Visiting	0.00	886.96	3,000.00	2,113.04	(70.43) %
MCH Women	16,506.00	101,741.00	183,560.00	81,819.00	(44.57) %
MI Home Visiting IRE (HFA)	51,237.00	429,873.00	569,651.00	139,778.00	(24.53) %
Regional Perinatal Care System	31,601.00	265,423.00	1,280,021.00	1,014,598.00	(79.26) %
Vision	0.00	76,808.00	76,808.00	0.00	0.00 %
Total Home Visiting	139,433.00	1,453,069.02	2,997,393.00	1,544,323.98	(51.52) %
School Health					
Brethren High School Mental Health Grant	12,417.00	83,885.00	140,000.00	56,115.00	(40.08) %
Chippewa Hills Clinical AHC	24,947.00	210,478.00	275,000.00	64,522.00	(23.46) %
Hart High School Mental Health Grant	13,077.00	98,085.00	140,000.00	41,915.00	(29.93) %
Lake City Clinical AHC	23,539.00	169,468.00	180,000.00	10,532.00	(5.85) %
Ludington Schools Mental Health Grant	14,146.00	89,725.00	140,000.00	50,275.00	(35.91) %
MI Safer Schools HRA	88,478.00	664,880.00	1,162,000.00	497,120.00	(42.78) %
Mason County Eastern AHC	23,379.00	139,539.00	180,000.00	40,461.00	(22.47) %
Pentwater Schools Mental Health Grant	10,339.00	74,654.00	140,000.00	65,346.00	(46.67) %
School Wellness - McBain	20,621.00	175,137.00	200,000.00	24,863.00	(12.43) %
Total School Health	230,943.00	1,705,851.00	2,557,000.00	851,149.00	(33.28) %
WIC					
Lead Testing	0.00	10,000.00	10,000.00	0.00	0.00 %
Prosperity Grant/CLPP	3,475.00	36,332.00	40,000.00	3,668.00	(9.17) %
WIC Migrant	10,679.00	64,642.00	98,000.00	33,358.00	(34.03) %
WIC Peer Counselor	39,777.00	284,875.00	297,969.00	13,094.00	(4.39) %
WIC Resident	158,960.00	1,292,910.00	1,570,745.00	277,835.00	(17.68) %
Total WIC	212,891.00	1,688,759.00	2,016,714.00	327,955.00	(16.26) %
Total State & Federal Funding	1,069,447.00	9,984,043.14	16,737,127.00	6,753,083.86	(40.34) %
Other Funding					
Administration					
Agency	0.00	0.00	68,127.00	68,127.00	(100.00) %
CHA Needs Assessment	0.00	0.00	40,000.00	40,000.00	(100.00) %
CHIR SDoH Community Info Exchange	0.00	0.00	115,000.00	115,000.00	(100.00) %
Employee Wellness Program	0.00	5,000.00	5,000.00	0.00	0.00 %
Finance	14,759.00	14,759.00	113,000.00	98,241.00	(86.93) %
MCDC	13,410.00	109,861.18	160,920.00	51,058.82	(31.72) %
Media and Marketing	0.00	4,100.00	4,000.00	(100.00)	2.50 %

District Health Department #10
Statement of Revenues and Expenditures
As of May 31, 2024

Prepared by:
Christine Lopez, MBA
Administrative Services Director

	Current Month	YTD Actual	Budget	Total Budget Variance	Percent Budget Remaining
Michigan Center for Rural Health	0.00	0.00	3,009.00	3,009.00	(100.00) %
North Central Network Collaboration	0.00	2,530.87	2,531.00	0.13	0.00 %
Rotary Charities LC	3,901.00	24,931.00	75,000.00	50,069.00	(66.75) %
Stigma Campaign - Newaygo County	3,317.00	5,873.00	15,000.00	9,127.00	(60.84) %
Total Administration	35,387.00	167,055.05	601,587.00	434,531.95	(72.23) %
Clinical					
CD Billing Counties	0.00	1,152.57	3,000.00	1,847.43	(61.58) %
Communicable Disease	0.00	425.00	0.00	(425.00)	100.00 %
Immunizations	0.00	0.00	200,000.00	200,000.00	(100.00) %
Total Clinical	0.00	1,577.57	203,000.00	201,422.43	(99.22) %
Community Health					
ARPA Missaukee - NMRE	730.00	1,000.00	2,294.00	1,294.00	(56.40) %
ARPA Wexford - NMRE	1,010.00	1,864.00	5,089.00	3,225.00	(63.37) %
CCL Community Connections	0.00	0.00	31,381.00	31,381.00	(100.00) %
CDC National Diabetes Prevention Program	9,999.00	53,152.00	56,000.00	2,848.00	(5.08) %
COVID Health Disparities - Rural Health	0.00	85,710.89	111,711.00	26,000.11	(23.27) %
COVID Prevention Missaukee	720.00	6,782.00	8,342.00	1,560.00	(18.70) %
COVID Prevention Wexford	715.00	17,537.00	17,389.00	(148.00)	0.85 %
Coalition Capacity Building Lake	0.00	28,731.00	30,047.00	1,316.00	(4.37) %
Coalition Capacity Building Manistee	0.00	17,150.00	31,866.00	14,716.00	(46.18) %
Coalition Capacity Building Mason	0.00	25,868.00	28,100.00	2,232.00	(7.94) %
Community Health	0.00	5,357.00	11,500.00	6,143.00	(53.41) %
Dental Outreach	144.55	144.55	0.00	(144.55)	100.00 %
Deterra Disposal & Medication Lock Box	0.00	8,682.00	9,000.00	318.00	(3.53) %
Gambling Disorder Prevention Project	1,972.00	14,675.00	32,000.00	17,325.00	(54.14) %
Good Housing Good Health Grant	7,517.00	46,872.00	140,699.00	93,827.00	(66.68) %
Headway Coalition	12,679.00	70,658.00	125,000.00	54,342.00	(43.47) %
Interconnected MH System-Mason	4,948.00	59,984.00	156,722.00	96,738.00	(61.72) %
Kalkaska Memorial Health Center CHW	0.00	46,598.60	102,459.00	55,860.40	(54.51) %
LRE ARPA Prevention	2,047.00	7,708.00	14,766.00	7,058.00	(47.79) %
Mesick School based CHW Grant	0.00	0.00	53,000.00	53,000.00	(100.00) %
Oceana LEADS DFC	8,759.00	87,114.00	116,702.00	29,588.00	(25.35) %
Prevention Grant Missaukee	2,039.00	12,314.00	15,051.00	2,737.00	(18.18) %
Prevention Grant Wexford	4,320.00	27,452.00	36,136.00	8,684.00	(24.03) %
Prevention Lake	3,950.00	15,565.00	16,875.00	1,310.00	(7.76) %
Prevention Mason	6,212.00	32,854.00	58,057.00	25,203.00	(43.41) %
Prevention Newaygo	9,625.00	23,824.00	96,305.00	72,481.00	(75.26) %
Prevention Oceana	2,083.00	22,314.00	55,918.00	33,604.00	(60.09) %
ROCA Mentee Grant	0.00	112,229.07	112,230.00	0.93	0.00 %
Snap Ed	8,120.97	45,130.25	105,000.00	59,869.75	(57.01) %
State Opioid Response (SOR)	2,203.00	22,278.00	37,200.00	14,922.00	(40.11) %
Sub Use COVID Supplemental	0.00	25,000.00	25,000.00	0.00	0.00 %
Tobacco Checks LSRE	6.00	1,808.00	2,500.00	692.00	(27.68) %
Total Community Health	89,799.52	926,356.36	1,644,339.00	717,982.64	(43.66) %
Home Visiting					
Agnes Taylor Fund	207.00	524.95	5,483.00	4,958.05	(90.42) %
CSHCS Thornton Fund Kalkaska	83.77	(475.11)	1,223.00	1,698.11	(138.84) %
Early On Oceana	0.00	0.00	1,355.00	1,355.00	(100.00) %
Healthy Families Manistee/Missaukee	18,560.00	180,417.00	228,183.00	47,766.00	(20.93) %

District Health Department #10
Statement of Revenues and Expenditures
As of May 31, 2024

Prepared by:
Christine Lopez, MBA
Administrative Services Director

	Current Month	YTD Actual	Budget	Total Budget Variance	Percent Budget Remaining
MCH Women	0.00	700.00	0.00	(700.00)	100.00 %
Nursing Administration	5,000.00	5,000.00	0.00	(5,000.00)	100.00 %
Total Home Visiting	23,850.77	186,166.84	236,244.00	50,077.16	(21.19) %
School Health					
Brethren High School Mental Health Grant	1,666.67	13,333.34	20,000.00	6,666.66	(33.33) %
Cadillac Adolescent Health Center	26,542.00	226,797.00	313,000.00	86,203.00	(27.54) %
Chippewa Hills Clinical AHC	2,750.00	22,000.00	33,000.00	11,000.00	(33.33) %
Grayling School Mental Health	1,935.59	12,409.02	15,000.00	2,590.98	(17.27) %
Hart High School Mental Health Grant	1,666.67	13,333.34	20,000.00	6,666.66	(33.33) %
Lake City Clinical AHC	1,666.67	13,833.34	20,500.00	6,666.66	(32.52) %
Ludington Schools Mental Health Grant	1,666.67	13,333.34	20,000.00	6,666.66	(33.33) %
Mason County Eastern AHC	1,666.67	18,333.34	25,000.00	6,666.66	(26.66) %
Pentwater Schools Mental Health Grant	1,666.67	13,333.34	20,000.00	6,666.66	(33.33) %
School Health Team Training	130.00	130.00	0.00	(130.00)	100.00 %
School Wellness - McBain	2,500.00	20,000.00	30,000.00	10,000.00	(33.33) %
School Wellness Center - Manton/Mesick	22,338.00	171,066.00	230,000.00	58,934.00	(25.62) %
Shelby Adolescent Health Center	47,144.00	217,506.00	308,000.00	90,494.00	(29.38) %
Viking Wellness Center - Grayling AHC	20,122.67	161,791.34	205,000.00	43,208.66	(21.07) %
Total School Health	133,462.28	917,199.40	1,259,500.00	342,300.60	(27.17) %
WIC					
AHEAD WIC Workforce Sub-Grant	0.00	7,379.40	7,379.00	(0.40)	0.00 %
Total WIC	0.00	7,379.40	7,379.00	(0.40)	0.00 %
Total Other Funding	282,499.57	2,205,734.62	3,952,049.00	1,746,314.38	(44.18) %
Billing Revenue					
Clinical	58,895.23	1,442,421.20	2,645,500.00	1,203,078.80	(45.47) %
Community Health	21,372.00	198,439.94	384,000.00	185,560.06	(48.32) %
Home Visiting	58,156.33	374,334.73	540,000.00	165,665.27	(30.67) %
School Health	53,249.56	401,374.43	500,381.00	99,006.57	(19.78) %
WIC	2,705.06	22,834.17	19,000.00	(3,834.17)	20.17 %
Total Billing Revenue	194,378.18	2,439,404.47	4,088,881.00	1,649,476.53	(40.34) %
Medicaid Cost Settlement	250,000.00	500,000.00	2,262,500.00	1,762,500.00	(77.90) %
Environmental Health Revenue	209,272.75	1,155,390.04	1,786,250.00	630,859.96	(35.31) %
Appropriations	107,819.10	2,124,343.42	2,974,479.00	850,135.58	(28.58) %
Other Revenue	47,252.70	268,408.25	187,893.00	(80,515.25)	42.85 %
Total Revenues	2,160,669.30	18,677,323.94	31,989,179.00	13,311,855.06	(41.61) %

District Health Department #10
Statement of Revenues and Expenditures
As of May 31, 2024

Prepared by:
Christine Lopez, MBA
Administrative Services Director

	Current Month	YTD Actual	Budget	Total Budget Variance	Percent Budget Remaining
Expenditures					
Wages	1,198,933.43	8,824,947.19	14,152,392.00	5,327,444.81	(37.64) %
Fringes	608,530.46	4,280,658.24	6,406,138.00	2,125,479.76	(33.17) %
Travel	77,806.02	463,495.87	816,980.00	353,484.13	(43.26) %
Supplies	119,399.00	1,664,188.98	4,116,783.00	2,452,594.02	(59.57) %
Contractual	105,411.43	893,646.52	2,178,047.00	1,284,400.48	(58.97) %
Communications	27,947.46	278,550.71	561,661.00	283,110.29	(50.40) %
Printing/Publishing	6,873.54	90,618.46	301,547.00	210,928.54	(69.94) %
Education/Training	10,439.00	109,432.51	175,537.00	66,104.49	(37.65) %
Liability Insurance	9,498.08	79,501.73	150,256.00	70,754.27	(47.08) %
Maintenance	63,218.35	429,865.20	589,597.00	159,731.80	(27.09) %
Space	132,735.79	1,070,401.43	1,600,227.00	529,825.57	(33.10) %
Equipment	2,967.76	76,782.17	625,000.00	548,217.83	(87.71) %
Other Expenses	13,410.00	109,861.18	160,920.00	51,058.82	(31.72) %
Total Expenditures	2,377,170.32	18,371,950.19	31,835,085.00	13,463,134.81	(42.29) %
Increase(Decrease) in Fund Balance	(216,501.02)	305,373.75	154,094.00	(151,279.75)	

District Health Department #10
Cash Flow Analysis
June 21, 2024

Prepared by:
Christine Lopez, MBA
Administrative Services Director

	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>
Beginning Cash Balance	14,531,008	14,000,367	13,896,973	13,556,299
Receipts:				
State Funding	250,000	1,125,000	1,125,000	1,125,000
Billing Revenue	100,000	180,000	200,000	250,000
EH Fees	75,000	149,000	159,000	120,000
Appropriations	13,392	280,672	13,392	13,392
Other	<u>100,000</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
Total	538,392	2,034,672	1,797,392	1,808,392
Expenses:				
Wages	523,670	1,047,340	1,047,340	1,047,340
Benefits	256,474	512,947	512,947	512,947
Other	<u>288,890</u>	<u>577,779</u>	<u>577,779</u>	<u>577,779</u>
Total	1,069,033	2,138,066	2,138,066	2,138,066
 Total Cash & Investments	 <u>14,000,367</u>	 <u>13,896,973</u>	 <u>13,556,299</u>	 <u>13,226,625</u>

APPR Report - May/June

Accounts Payable

	Amount	Date
Voucher # 111	\$ 564,846.49	5/31/2024
Voucher # 113	\$ 307,747.29	6/14/2024
Total Accounts Payable	\$872,593.78	

Payroll

Voucher # 110	\$482,116.61	5/29/2024
Voucher # 112/113	\$ 496,606.42	6/12/2024
Total Payroll	\$978,723.03	

Total Expenditures \$1,851,316.81

District Health Department #10
BOARD OF HEALTH

Health Officer Report
June 28, 2024

1. **Epi Team Update:** Information on current case counts, vaccination efforts, outbreaks and other CD related issues will be shared at the meeting.
2. **PFAS Update:** Site specific updates will be shared at the Board meeting based upon recent and ongoing developments.
3. **Enforcement Actions:** Updates on recent enforcement actions taken by DHD#10 will be shared at the meeting.
4. **MDHHS Accreditation:** DHD#10 completed cycle 8 of the state accreditation process on Friday, June 14th. This cycle was considered as technical assistance with most programs meeting all indicators. The exception to this was in Family Planning where two small issues were identified that will need to be addressed. The cycle 9 accreditation process, June 2027, will return to a pass-fail process.
5. **Stakeholder Meeting:** On Friday, June 14th, DHD#10 facilitated a stakeholder meeting in Oceana County.
6. **Health Officer Goals/Update:** Included in the Board Packet is the list of my 2024 goals with accomplishments to date for your review.

Respectfully submitted:

Kevin Hughes, MA
Health Officer

2024 Proposed Health Officer Goals

1. Initiate discussion and review of current DHD#10 Core Values.
 - **Facilitated county by county discussion on current and potential values**
 - **Vote on proposed values by staff electronically**
 - **Revised Core Values presented to staff at May 20 Safety Day training**
 - **Revised Core Values presented to BOH at May BOH meeting**
2. Monitor and address workforce development issues within DHD#10 including exploration of additional retention plan strategies.
 - **Public Health careers to MI Works students in Hart**
 - **Leadership Energizer training for Directors, Managers and Supervisors**
 - **CJS Trainings on Leadership, Progressive Discipline & Time Management**
 - **Adoption of milestone Personals Days**
3. Maintain regular communication with the Legislature targeted at the importance of continuing appropriate Public Health funding levels as well as DHD#10 challenges and accomplishments.
 - **MALPH Day at the Capitol**
 - **MAC – Countywide Elected Officials Summit Presentation**
 - **Participation in the Northern Legislators Caucus Mtg.**
 - **Zoom Mtg. with Rep. VanderWall on CHIR and Public Health Funds**
4. Identify strategies focused on regaining community/stakeholder trust in Local Public Health.
 - **Display Table at Great Lakes Environmental Festival – Manistee**
 - **Annual Well/Septic Contractors Mtg. – Wexford and Big Rapids**
 - **Regional Health Summits in Collaboration with MDARD**
 - **Individual County Stakeholder Mtgs.**
 - **MALPH/MDHHS Visioning Process for Future of Public Health**



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www.dhd10.org



DHD10

5. Assure that DHD#10 is prepared to address emerging Public Health emergencies and threats.

- **Incident Command Team Training – DHD#10 Succession Focus**
- **All Staff Safety Day Training – Table Top Exercise Hep. A**