

**Western U.P. Board of Health
Health Department Office
408 Copper Street Ontonagon, MI 49953
Monday, May 20, 2024**

Minutes

Opening

Chair Byrns opened the meeting at 6:00 p.m. (EST). Present were G. Anderson, R. Britz, J. Byrns, J. Cane, B. Dakota, J. Keranen, and R. Nousiainen. Absent was R. DeMarois, G. Eilola, D. Rajala, and D Siirila. Also, in attendance were Kate Beer, Health Officer/Administrator; and Julie Heikkinen, Administrative/HR Assistant. There were 2 people present virtually in attendance as audience.

Chair Byrns requested action on the agenda. This action followed:

Motion: Nousiainen/second Cane to approve the agenda as presented. Motion carried on voice vote, all ayes.

Chair Byrns asked for public comment, no one spoke.

Minutes of the April 22, 2024 meeting were reviewed. This action followed:

Motion: Dakota/second Cane to approve the minutes of the April 22, 2024 Board of Health meeting. Motion carried on voice vote, all ayes.

The board reviewed expenditures for the period: 04/12/2024 to 05/09/2024, leading to this action:

Motion: Cane/second Dakota to approve the general expenditures for the period 04/12/2024 to 05/09/2024, voucher # 15 and voucher # 16 in the amount of \$98,607.00. Carried on roll call vote, all voting yes.

Reports

Kate Beer, Health Officer:

Sara Heathman has resigned as EH Director. Jessica Cunningham has resigned as Sanitarian. Both are taking positions with EGLE. Pete Baril will step in as Interim EH Director and retain his Deputy Health Officer role. Kate will defer retirement for the time being. We want to make this transition as seamless as possible for staff and the public with this being the prime fieldwork season for the division.

Beer and Baril will closely review and monitor programs this summer and decide on the appropriate time to post and hire a new EH Director and resume the search for a Health Officer and Finance person.

Beer, Baril, and Heathman met with several Board Members and representatives from the River Trails Site Condominium project. A request to EGLE for an on-site meeting has been denied, however, we are trying to schedule an online meeting as soon as May 29th.

Financials:

April financials are delayed due to the late payroll. March financials show a seasonal loss of \$49,000, typical as food license fees are not due until April and the field season does not start until May.

We continue to see additional grant revenue coming our way. It will be difficult to utilize all available funding due to staffing constraints.

Other:

The Hancock flooring project is almost complete. We will be seeking bids to paint the corridor walls. The purchase of a 2024 Chevrolet Colorado for EH use was completed last week.

Staff attended a full-day training session today regarding de-escalation skills. All costs were covered by a grant. The agency continues to prepare for accreditation. Our site visit is scheduled for the week of July 15th.

Old Business

The board discussed the Health Officer Proposal, leading to this action:

Motion: Anderson/second Nousiainen to approve the Health Officer Proposal as discussed. Carried on roll call vote, 6 yes and 1 no.

New Business

The board discussed the FY2024 Budget Amendment # 1, leading to this action:

Motion: Keranen/second Cane to approve the FY2024 Budget Amendment # 1 as discussed. Carried on roll call vote, all voting yes.

The board discussed the Financial Audit – Year Ending 9/30/2023, leading to this action:

Motion: Anderson/second Cane to table the Financial Audit – Year Ending 9/30/2023. Carried on voice vote, all ayes.

Other

With no other business, Chair Byrns set the next meeting for 6:00 pm (EST), June 24, 2024, in person at the health department office in Hancock and also available via Google Meet.

Chair Byrns then asked for public comment and heard from one person.

Don McLean, inquired on the status of letters regarding the River Trails project.


Chair Byrns called for additional comments and heard none.

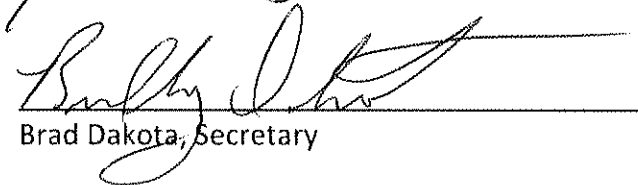
Adjourn

The final motion occurred at 7:09 p.m.

Motion: Keranen/second Anderson to adjourn at 7:09 p.m. Carried on voice vote, all ayes.

Respectfully submitted,


James Byrns, Chair


Brad Dakota, Secretary

Prepared by Kate Beer
KB/jh