



Washtenaw County Board of Health

Minutes

June 23, 2023, 9:00 AM – 11:00 AM

Learning Resource Center LRC

4135 Washtenaw Ave, Ann Arbor, MI 48108

Superior Room

Present: Guadalupe Cervantes, Chris Frank, Justin Hodge, Carla Pretto, Kathleen Stroud, Elisabeth Vanderpool, Dan Yordanich

Absent: James Carty, Gina Dahlem, Katie Scott, Morghan Williams Boydston

Staff: Jimena Loveluck, Chris Zilke, Jennifer Brassow, Peter Slutzker, Russell O'Brien

Guests: Charles Peterson, Dagi Kebede

1. Call to Order

Elisabeth Vanderpool called the meeting to order at 9:02 AM.

2. Public Comment

None.

3. Board Member Response to Public Comment

None.

4. Approval of Agenda (Action)

Motion by C. Pretto, seconded by G. Cervantes, to approve the agenda.

Motion approved unanimously.

5. Approval of May 26, 2023 Meeting Minutes (Action)

Motion by C. Pretto, seconded by K. Stroud, to approve the minutes of the May 26, 2023 meeting.

Motion approved unanimously.

6. Executive Committee Minutes from May 19, 2023

Board members received the Executive Committee minutes.

Jimena Loveluck shared the Executive Committee discussed the impact of the end of the public health emergency, that labor negotiations have started, an update on premium pay, and an update on the Michigan Association of Local Public Health (MALPH) legislative matters.

7. Community Voices Report

Charles Peterson gave an update on Community Voices (CV). He mentioned the latest update on the Anti Racist Cities and Counties (ARCC) project and CV members want to know how the Washtenaw County Health Department (WCHD) will use the tool that is developed by the working group. CV members continue to discuss ideas to collaborate with the WCHD on short videos that highlight CV projects in the community. Charles gave some examples of the projects CV members are planning in their communities. CV is planning to gather at the end of the summer to share projects/events they have been working on, collaborate and appreciate everyone's work, and to hold a team retreat meeting in September. Charles will send out fliers to future events to board members.



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8. Fiscal Year 2022-2023 Health Department Budget Presentation – Jennifer Brassow, Finance Administrator

Jennifer Brassow presented on the FY22, FY23, and FY24 budget. She gave an update on how the FY22 ended, including the budget deviation from actuals, fund balance, and the influences on the budget. WCHD contributed \$171,809 to fund balance at the end of FY22. Influences on the FY22 budget include Michigan Department of Health and Human Services (MDHHS) appropriations and the American Rescue Plan Act (ARPA). A few pictures were shown of the enhancements around the building from ARPA funding. These included remodeling the basement for better community resources storage and enhanced signage.

Jennifer gave an update on the WCHD FY23 budget including the Q2 budget projection that includes a use of \$530,193 from fund balance. Other items that were discussed include position vacancies, increases and decreases in MDHHS allocations for different programs, the MAG Compensation Study, and an increase in Environment, Great Lakes, and Energy (EGLE) allocations. Maintenance of Effort (MOE), the minimum the County provides to the HD, was highlighted because it is at the same level as 1992/1993. Cost Allocation, the amount of money the HD pays for essential services, has continued to increase.

Items for consideration for FY24 budget were shared. These included creating positions for various programs, an increase in CV funding, moving from direct service delivery to assurance, and an increase to some Environmental Health (EH) fees. Jennifer shared the net health operating budget by function, expenditure type and revenue type. The adjusted net health operating budget removes the passthrough items such as indigent transport provided by Huron Valley Ambulance (HVA), Washtenaw Health Plan (WHP) staff lease, medical examiner, and dental clinic. The use of fund balance was discussed. The proposed use of fund balance for FY24 is \$439,886 which would make it total \$2,798,468. This would be about 20% of the net operating budget. Jennifer shared the FY24 gross budget by revenue and expenditures.

Next steps include a review with HD leadership early July, finalizing the draft budget, presenting to the Board of Health (BOH) 7/28/23, and presenting to the Board of Commissioners (BOC) in September.

9. Direct Services vs. Assurance – TB Case Study – Dr. Juan Marquez, Medical Director & Chris Zilke, Nursing Supervisor

Jimena Loveluck said she wanted to highlight the important role of public health nurses and showcase some of the challenges the HD is dealing with in terms of the shortage of public health nurses (PHN) and the responsibility to respond to infectious diseases. This is a good time to think about if the HD needs to reevaluate their role in terms of direct service vs assurance and if some nurse positions that can't be filled need to be eliminated.

Chris Zilke went over the role of a PHN as well as all the services they deliver. These include immunizations, STI testing/treatment/partner treatment, pregnancy testing, outbreak response, community outreach, and home visits. She also shared the clinical service structure of the PHNs and the state of the WCHD clinical services PHNs. The changes to pre-COVID clinical PHN staff were discussed which includes a net loss of 4 full time employees (FTE). Efforts to hire clinical PHNs since 2019 have resulted in a net gain of 3 FTE, but that includes 12.5 FTE hired with 6.5 resigning, 2 promoted, and 2 moving to part time. The time and cost involved has been very high. 7,000 hours of training at an estimated cost of \$250,000 resulted in a net loss of 1.0 FTE. 2023 efforts to hire PHNs have been difficult with 8 postings and only 3 applicants and 3 interviews. One was hired and resigned after 2 weeks.

Dr. Juan Marquez discussed what services are not able to be completed because of the shortage. Investigating, preventing, and controlling disease must happen because they are mandated. Dr. Marquez went over the basic



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workflow that occurs when a disease is reported to the HD which includes many steps. He then went into more detail on one Tuberculosis (TB) cluster from 2022-2023. It was a very complex cluster that included many people, Spanish speaking, tight knit families, distrust of government, issues of non-compliance, many exposures, translation services, home visits, flexible hours, and incentives from MDHHS. The recommended staffing for a single case plus contacts is 6. The number and job titles of the staff pulled to respond to the cluster were shared. Dr. Marquez went over a list of what isn't being addressed including a backlog of sexually transmitted infections, no community outreach, no room for expansion of services, and no ability for strategic planning. He also discussed looming issues such as gonorrhea, congenital syphilis, low childhood immunizations, and measles. This is being presented to the BOH for awareness, advocacy, and ideas for solutions. Elisabeth Vanderpool suggested emailing questions, comments, and suggestions to Jimena Loveluck.

10. BOC Liaison Report

Justin Hodge said the BOC passed the Tobacco Resolution and there was a lot of interest in it.

11. Old Business

- **Tobacco Resolution Approved by BOC**

The BOC approved the Tobacco Resolution at their June meeting.

- **MALPH Legislative Updates**

Will be emailed to board members.

12. New Business

- **Summer Events and Outreach**

Will be emailed to board members.

- **Public Health Emergency Ending – Requested by Kathleen Stroud**

Will move to next meeting.

13. Adjournment

Motion by J. Hodge, seconded by K. Stroud, to adjourn the meeting.

Motion approved unanimously.

Meeting adjourned at 11:00 AM.

Minutes taken by Russell O'Brien