



Washtenaw County Board of Health

Minutes

May 24, 2024, 9:00 AM – 11:00 AM
Washtenaw County Health Department
555 Towner St, Ypsilanti, MI 48198
Room 2102B

Present: Shadin Atiyeh, Guadalupe Cervantes, Chris Frank, Justin Hodge, Joan Kellenberg, Carla Pretto, Dan Yordanich

Absent: Gina Dahlem, Sade Richardson, Katie Scott

Staff: Jimena Loveluck, Ruth Kraut, Jane Nickert, Kristen Schweighoefer, Jennifer Brassow, Mary Conley

Guests: Greg Dill

1. Call to Order

Chris Frank called the meeting to order at 9:05 AM.

2. Public Comment

None.

3. Board Member Response to Public Comment

None.

4. Approval of Agenda (Action)

Motion by J. Hodge, seconded by C. Pretto, to approve the agenda.

Motion approved unanimously.

5. Approval of April 26, 2024 Meeting Minutes (Action)

Motion by C. Pretto, seconded by G. Cervantes, to approve the minutes of the April 26, 2024 meeting.

Motion approved unanimously.

6. Executive Committee Minutes from April 18, 2024

Board members received the Executive Committee minutes.

Chris Frank said they discussed public health nursing staff updates.

7. Community Voices Report

None.

8. Fiscal Year 2024-2025 (FY25) Health Department Budget Presentation – Jennifer Brassow, Finance Administrator

Jennifer Brassow presented to the Board of Health (BOH) on the budget. She gave an update on the 2022-2023 budget which included the Final (Audited) Actuals, that show the use of Fund Balance as \$63,425. The FY23 Fund Balance ended at \$3,705,122.

Jennifer discussed the FY25 proposed budget. Budget development items for consideration were mentioned, these include ongoing union negotiations, eliminating positions, and creating new positions. Environmental Health fees were a big part of the discussion and draft fee increases were shown. The money received from the State and County is not enough to cover Environmental Health services, so fees are charged to cover the rest.



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The overall FY25 draft budget is about \$21.5 million. Jennifer shared charts with the draft budget shown by function, expenditure type, and revenue type. Jennifer highlighted different funding streams for COVID-19 that will be ending at the end of 2024, June 2025, and September 2025. The FY25 gross budget was presented by revenue and expense. There is an anticipated budget deficit and use of Fund Balance of \$1.2 million. Jennifer shared known influences or policy decisions that have impacted the Health Department budget. Cost Allocation has continued to increase every year while Maintenance of Effort has remained the same since 1992. In 2022 Cost Allocation, the amount the Health Department pays the County for building use, equipment, HR, insurance, etc., was \$2.4 million while Maintenance of Effort, the amount the Health Department receives from the County, was \$2.9 million. BOH members could create a resolution to support funding for the Health Department that goes to the Board of Commissioners (BOC), public comment at BOC meetings, or written comments to BOC or County Administrator. Greg Dill discussed a general operating millage instead of targeted millages. That way the BOC could allocate resources where they are most needed.

Next steps include presenting the final draft budget to the BOH in July, preparing a cover memo/resolution for BOC by August 16th, and presenting at the BOC 2 times in September. There was further discussion on how the conversations with local major health systems happen. Board members discussed the influence/advocacy of the Michigan Association for Local Public Health (MALPH) on getting more funding from the State level.

9. BOC Liaison Report

Justin Hodge said the BOC held their first vote on the public safety/mental health millage. Some changes were made and there will be one more vote before the millage is on the ballot. The Pollution Prevention Program was mentioned. There will be more discussion on the increase in fees.

10. New Business

- **Highly Pathogenic Avian Influenza (H5N1)**

Jimena Loveluck said the Health Department (HD) is monitoring and staying in contact with the State about H5N1. The HD received a list from the State of all the dairy farms in Washtenaw County. Those dairy farms have been contacted, given informational materials, and offered Personal Protective Equipment (PPE). Internal leads have been identified if a response is needed to any detections. The HD is prepared for testing if needed. There have been 7 counties in the state that have had dairy cattle detections with the closest being Ingham County.

- **United Way Equity Challenge**

Jimena shared information with board members through email. The HD is hosting a couple Lunch and Learns with staff. Shadin Atiyeh will be presenting at one of them on immigrants and refugees in Washtenaw County.

11. Old Business

- **State Accreditation**

The HD finished the state accreditation visit yesterday. It was an opportunity to share other kinds of support and assistance the HD needs with the State. Sounds like everything went well and the final report will be shared with the BOH when received. The next accreditation will be in 3 years.

- **Community Violence Intervention Listening Tour**

Rep. Felicia Brabec hosted a listening tour event in May. It was an opportunity to have a great conversation with various community members and other representatives.



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12. Adjournment

Motion by J. Hodge, seconded by C. Pretto, to adjourn the meeting.

Motion approved unanimously.

Meeting adjourned at 11:00 AM.

Minutes taken from recording by Russell O'Brien