



Washtenaw County Board of Health

Minutes

July 25, 2025, 9:00 AM – 11:00 AM
Washtenaw County Health Department (WCHD)
555 Towner St, Ypsilanti, MI 48198
Room 2102B

Present: Shadin Atiyeh, Guadalupe Cervantes, Gina Dahlem, Justin Hodge, Joan Kellenberg, Shekinah Singletery, Dan Yordanich

Absent: Chris Frank, Sade Mulkey, Carla Pretto, Katie Scott

Staff: Jimena Loveluck, Jennifer Brassow, Charlyn VanDeventer, Russell O'Brien

Guests: Gregory Dill

1. Call to Order

Chris Frank called the meeting to order at 9:06 AM.

2. Public Comment

None.

3. Board Member Response to Public Comment

None.

4. Approval of Agenda (Action)

Motion by S. Singletery, seconded by D. Yordanich, to approve the agenda.

Motion approved unanimously.

5. Approval of June 27, 2025 Meeting Minutes (Action)

Motion by G. Cervantes, seconded by J. Hodge, to approve the minutes of the June 27, 2025 meeting.

Motion approved unanimously.

6. Executive Committee Minutes from June 18, 2025

Board members received the Executive Committee minutes.

7. Community Voices (CV) Report

Charlyn VanDeventer shared that there was no meeting in July. They are continuing to work on their outreach projects and will have an update at the next Board of Health (BOH) meeting.

8. Fiscal Year 2025-2026 Health Department Budget Presentation – Jennifer Brassow, Finance Administrator (Action)

Jennifer Brassow went over the final draft budget for fiscal year 2025-2026 (FY2026). Items for consideration were discussed. These include modifications to various programs since the last budget presentation. The adjusted budget was shared with board members. Total Health Department budget equals \$21,227,028 and is adjusted to \$16,516,591 after taking out the pass-through items like indigent transport (HVA), indigent services (WHP), and medical examiner.

The budget was broken down and shown by function, expenditure type, and revenue type. Next steps include grants, the county-wide budget request process, and monitoring federal & state impacts. WCHD currently has one



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pending grant contract and two pending grant applications. Three budget requests were submitted to the county for Medicaid outreach/Title XIX match, CDC Infrastructure (funding ends 9/30/26), and ARPA Data for Equity (will expend around 9/30/26). If any of the funding requests to the county are approved, WCHD won't know until the end of August and will require an amendment to the budget. Jimena Loveluck discussed possible stop work orders from the state if there is a delay in notice about award of funding. County Administration declined the request for additional general fund to cover the increase to medical rates. The request did not meet the current Board of Commissioners (BOC) budgeting framework but that may change in the future.

Jennifer went over the use of fund balance. Current fund balance is \$3,702,330 and there is a proposed contribution of \$358,842 for FY2025. The proposed use of fund balance for FY2026 is \$83,728 and would put the total at \$3,977,444 for FY2026. That is above the 20% of the operating budget required by policy. Cost cutting measures and innovations were discussed by the board. Once the draft budget is approved, a cover memo and resolution will be prepared for the BOC by 8/15/25. The budget will be presented at the September BOC meetings for approval.

Motion by J. Hodge, seconded by S. Singletary, to recommend the FY2026 budget as presented to the Board of Commissioners for approval.

Motion approved unanimously.

9. Health Equity Annual Update – Charlyn VanDeventer, Health Equity Manager

Charlyn VanDeventer presented on the WCHD's health equity work. She discussed her role as Health Equity Manager, health equity in 2025, current projects & priorities, and future priorities. The meaning of health equity was covered as well as WCHD's principles for health equity. Charlyn talked about the resolution naming racism as a public health crisis and the commitments that came from it. These include sharing power, decision making, and resources with community members, working in partnership with community members, and engaging in an annual review and assessment of progress toward strategic goals, internal policies, procedures, practices and budget allocation for impact on racial equity, diversity, and inclusion.

Current health equity projects include co-coordinating with community engagement groups, Michigan Health Endowment Foundation Grant, continuation of Anti-Racist Cities & Communities (ARCC) partnership, and the Health Equity Social Justice Workgroup. The ARCC collaboration was discussed in more detail. The goal is to move WCHD towards being an anti-racist institution. The 3 phases include gathering information, creating the Racial Justice Impact Assessment (RJIA) tool, and evaluation. Charlyn mentioned the lessons learned so far. The next steps are assembling a cross-departmental 90-day sprint team to finalize onboarding training, develop Core Curriculum, develop training for staff, and a health equity training at the WCHD all-staff meeting in December. The future of health equity and vision for success were covered.

Justin Hodge said he would love to see the RJIA tool at a future presentation for the BOC so they can be aware of the health equity work going on. A new resolution in support of health equity was suggested for the September BOH meeting. Joan Kellenberg suggested rewriting the prior resolution to reflect the 5 year perspective on the lack of equity across the country. Dan Yordanich asked how the HD is measuring the success of efforts to secure health equity. Charlyn said it is hard to measure but there can be measures of trust, focused interviews, and evaluating the community partnerships made during COVID-19, as an example.

10. BOC Liaison Report



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Justin Hodge said the BOC passed the framework for allocating the money for the Older Adults Millage. The posting for the Director of Aging Services has been posted. There were discussions about spending all the money allocated for this year or saving some to rollover to next year. Jimena said the Health Department (HD) already shared info with the BOC about the work done to support seniors. Justin said there is not a set amount of money for internal departments. \$2 million will automatically go to ten qualified senior centers annually at \$200,000 per. Other senior centers will have to apply for funding. There was discussion about tools for tracking information on older adults. An updated opportunity index should roll out by the end of September.

11. Old Business

- **Opioid Settlement Funding**

Jimena Loveluck said there will be two items related to opioid settlement funding at the August 6th BOC meeting. Funding recommendations and a resolution to create the Opioid Advisory Committee. It will be an open process to apply to the committee.

- **Health Department Strategic Plan**

The HD finalized the plan and is working on the final editing. There will be a presentation at the September BOH meeting.

12. New Business

- **Dental Clinic 10-Year Anniversary Resolution (Action)**

A resolution recognizing the 10-year partnership between Washtenaw County, Washtenaw Health Project (WHP), Trinity Health, and My Community Dental Centers (MCDC). If approved, a resolution will be prepared for the BOC meeting in September.

Motion by G. Cervantes, seconded by D. Yordanich, to approve the Dental Clinic 10-Year Anniversary Resolution.

Motion approved unanimously.

- **Summer Health Day Event August 6th**

Board members received the information flyer. The event will highlight the HD and other resources available in the community.

13. Adjournment

Motion by S. Singletery, seconded by G. Dahlem, to adjourn the meeting.

Motion approved unanimously.

Meeting adjourned at 10:53 AM.

Minutes taken by Russell O'Brien