



**Public Health**  
Prevent. Promote. Protect.

## AGENDA

**Livingston County Public Health Department  
Board of Health  
BOH June 2022  
Monday, June 13, 2022, 6:00 pm - 8:00 pm  
LCHD Conference Room**

### **I. Call to Order by President Day**

### **II. Approval of March 14, 2022 Meeting Minutes**

### **III. Reports**

#### A. Administrative Report

Jackie Dever, Administrator

#### B. Nursing Report

Tondra Harris, R.N., Director of Nursing

#### C. CLIA Report

Tondra Harris, R.N. Director of Nursing  
Included in nursing report

#### D. Environmental Health Report

Donnie Simmons, L.E.H.P., Director of EH

#### E. CCU Advisory Board Minutes

#### F. Healthy Families Advisory Board

#### G. I&E Committee Meeting Minutes

#### H. Quarterly Financial

Jackie Dever, Administrator

#### I. Quarterly Wellness Financial

Jackie Dever, Administrator

#### J. Gladys Kohrt Memorial Fund

Jackie Dever, Administrator

#### K. Donation/Cancer Fund

Jackie Dever, Administrator

### **IV. Old Business**

#### A. Update on old H&E building demolition.

Abatement should be done by May. Demo expected to start by June.

#### B. Update on drive thru facility

### **V. New Business**

A. New Grants

CCU Workforce Retention Grant - Funding to be used for hiring new staff, staff increases and OT pay. Total award was for \$269, 277 which covers FY22 and FY23.

ArchiveSocial - Total cost for this service is \$8,515 for 3 years. Funding coming from the COVID-19 Response grant. This service assures compliance with public records law in re: to archiving social media posts and ADA requirements.

B. Board of Health Appointments

Dr. James Day and Pat Platz RN 6/22 - 5/25

C. FY 21 County Financial Audit

D. Agreement between Board of Health & TB Board

E. Fee Schedule

F. Personnel Policies

G. Smoke Free Campus Policy

H. Organizational Charts

I. Affirmative Action Policy 2022/2023 Goals & Workforce Analysis

J. Linguistic and Cultural Competency Plan

K. Policy Review/Approval

a. Better Birth Outcomes

b. CLIA Policies

No changes

c. Family Case Management Policies

d. Family Planning Policies

e. School Based Health Center

f. WIC/Peer Counseling Policies

Hard copy of updated policies required per DHS grant available at meeting.

L. Elections of Officers

M. FY 23 Budget - Finance Committee Appointment

N. Employee Activity Report

O. Livingston County Health Department Program Statistics

P. Other

**VI. Adjourn**

Next meeting will be September 19, 2022. Note that meeting will be the 3rd Monday of the month.