



Michigan Local Public Health Accreditation Commission Meeting Minutes –  
Approved  
March 9, 2023  
Michigan Public Health Institute - Zoom

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**COMMISSIONERS:** Dr. Sarah Lyon-Callo, Nick Derusha, Dr. Wayne McCullough, Dr. Angelique Outlaw, Dan Hale, Vaughn Begick, Dana DeBruyn, Danielle Persky, Jennifer Bonsky

**GUESTS:** Laura de la Rambelje, Jessie Jones, Jon Gonzalez, Molly Cotant, Adrian Zeh, Jeremy Hoeh, Becky Vought

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Meeting convened at 9:30 AM, chaired Chair Lyon-Callo.

**GENERAL ANNOUNCEMENTS – ALL MEMBERS**

DeBruyn announced that next week at the Michigan Environment Health Association Conference, the Onsite Wastewater State Program will be conducting a training on the Minimum Program Requirements in Accreditation. The training will be recorded, and the state program will be looking for participant feedback to improve trainings in the future.

Begick shared that he is on the board for the Michigan Association of Counties, there is a conference coming up in Kalamazoo at the end of August. The group is always looking for breakout sessions. The Accreditation Commission has not participated in a while; if anyone is interested let Begick know.

**AGENDA APPROVAL – ALL MEMBERS**

McCullough moved to accept the agenda as written. Bonsky supported. The motion passed unanimously.

**MINUTES OF PREVIOUS MEETING – ALL MEMBERS**

Derusha moved to accept the Minutes from the previous meeting as written. McCullough supported. The motion passed unanimously.

**UPDATE OF ON-SITE REVIEWS AND CORRECTIVE PLANS OF ACTION STATUS – JESSIE JONES**

Jones provided an overview of the Cycle Spreadsheets/Update of CPA Status.

Allegan County Health Department– September 2019

- 3 missed indicators in Onsite Wastewater and 1 in CSHCS – CPAs fully implemented
- Did not participate in QIS
- One repeat Missed Indicators between Cycles 6 & 7—CSHCS 2.3

Motion McCullough Recommendation for Accreditation, Derusha support, motion passed unanimously.

**CORRESPONDENCE – JESSIE JONES**

There are no letters to share due to the Accreditation Pause.

### **MEETING NATIONAL STANDARDS: CAPACITY BUILDING – JONES**

Jones shared an update that MPHI is currently providing a Train the Training Quality Improvement Workshop. There are over thirty participants in this workshop. There will be another workshop later this year in August. The workshop is free for state, local, and tribal public health staff. Jones next gave an update on the mini-grant RFP. Four local health departments applied for and were awarded a mini-grant this year, the Mid-Michigan District Health Department, District Health Department #2, The Health Department of Northwest Michigan, and Calhoun Health Department. Technical Assistance bank hours are on a rolling basis to support capacity-building needs to meet national public health standards through PHAB and Michigan Accreditation standards. Currently, MPHI is working with Livingston County Health Department and Detroit Health Department. MPHI recently assisted Allegan County Health Department as well. Application for TA bank is available through Jessie for anyone interested.

### **ACCREDITATION UPDATES:**

De La Rambelje shared that official site visits begin next month in April. This Cycle focuses on technical assistance, training, and needs assessment to help the entire system return online after nearly a three-year pause. The state programs have provided much training for local health departments. De La Rambelje appreciates the efforts the supports that the state programs have provided. The goal is to get everyone back on track.

Jones shared the preparations that MPHI and LHS have made to start Cycle 8.

- MPHI held Accreditation Kick-Off Meetings for both local health departments and state programs.
- MPHI also held Accreditation 101 training for local health departments and state programs. All sessions went well; they were recorded and posted to the Accreditation Website for those who missed them. The most important tip shared in the sessions was to reach out and ask questions when questions arise.

Preparations are going well, and all are getting ready for the first few reviews in April. De La Rambelje shared that a Reviewer/Manager Meeting is coming up in March to connect with the state programs.

De La Rambelje reminded the group that for Cycle 8, the Cycle 7 tool will be used unless there were federal changes made. De Le Rambelje also shared that MPHI will be applying to the Premier Public Health Conference. De La Rambelje shared that the goal is to keep communication open to help alleviate the anxiety and stress that Cycle 8 may cause.

Derusha shared that many local health departments, particularly in the Food program, are trying to hire new staff. Hiring and training staff is difficult because the Food program has a robust training regime. Getting new staff in the field is a heavy lift, leading to other tasks being pushed back. Derusha and Vought discussed this issue to try and find a way to alleviate the pressure.

Derusha and Bonsky will continue to have conversations. Vought shared that the Food program supports capacity building in training out in the field. Currently, the program has seventy-five standardized trainers. The program is open to providing multiple trainers, so there is turnover capacity in case current trainers leave the agency. Vought also shared that the Food program paused standardization during the pandemic. The program is starting to send standardization trainers out again. Vought also shared that anyone whose certificate expired during the pandemic will be reviewed with regular maintenance if they want to renew. Vought also shared it is possible to use other staff that needs to be standardized.

The Food program plans to go across the state to provide technical assistance and training. The program is also starting up Accreditation technical assistance. Derusha and Vought will come back, propose some solutions for the local health side, and discuss them with the Department. Derusha is also conversing with colleagues in the UP and Northern Lower Peninsula to gather feedback and ideas. Derusha shared that there needs to be a solution that will get local health departments and state programs on the right track.

Motion to adjourn the meeting by McCullough, seconded by Derusha. Motion passed.

Meeting adjourned at 10:00 am by Lyon-Callo.