

**Minutes of the Regular Board of Health Meeting
Health Department of Northwest Michigan
April 7, 2020 at 10:00 A.M.**

Call to order: A regular meeting of the Board of Health was held via conference call/Microsoft teams meeting on April 7, 2020. The meeting was called to order at 10:00 A.M. by Karen Bargy, Chairperson. Eight members of the Board of Health were in attendance, establishing a quorum.

Members in attendance; roll call: Karen Bargy, David Heeres, Julie Powers, Shirley Roloff, Nancy Ferguson, Duane Switalski, David White, and James Kargol.

Members absent/excused: None

Staff in attendance: Lisa Peacock, Natalie Kasiborski, Scott Kendzierski, Amanda Thompson, Jane Sundmacher, Erika Van Dam, Terry Tollas, Scott Kendzierski, Joshua Meyerson, Jennifer Kenney, Laurel Johnson and Erin Luckhardt.

Approval of the March 3rd, 2020 Meeting Minutes: Motion was made by Julie Powers to approve the meeting minutes from March 3rd, 2020, correcting two typos. Supported by Nancy Ferguson. Roll call. All yeas. Motion carried.

Approval of the March 16th, 2020 Meeting Minutes: Motion was made by Nancy Ferguson to approve the meeting minutes from March 20th, 2020, correcting Nancy Ferguson was in attendance and Julie Powers absent. Supported by Shirley Roloff. Roll call. All yeas. Motion carried.

Public Comment: None

STAFF REPORTS

Written reports were distributed with agenda for review prior to the meeting from Lisa Peacock, RN, MSN, NP, Health Officer. Verbal reports were given by Joshua Meyerson, MD, MPH, Medical Director, Erika Van Dam, MPH, CHES, Deputy Health Officer, Natalie Kasiborski, PhD, LMSW, MPH, Director of Community Health, Amanda Thompson, MSN, RN, Director of Family Health, Scott Kendzierski, MS, REHS Director of Environmental Health, and Jane K. Sundmacher, M.Ed., Executive Director, Northern Michigan Community Health Innovation Region, Director of Regional Planning:

- Lisa Peacock, RN, MSN, NP, Health Officer- COVID-19 update; HDNW roles and responsibilities reviewed, as well as current actions taken.
- Joshua Meyerson, MD, MPH, Medical Director- Hospital update given. We are working closely with them, monitoring capacity, supplies among other things. Currently, Traverse City, Cadillac and Grayling hospitals are identified as the COVID -19 care facilities.
- Erika Van Dam, MPH, CHES, Deputy Health Officer – Erika is working closely with Finance and HR on Legislative changes. DCN update given. 8 clinics are operating 2 days per week on an emergency bases only per the Governors orders. Application was submitted for the Paycheck Protection Plan under the CARES Act, with the intent to get staff back to work and utilize funding to cover payroll and eligible expenses.
- Natalie Kasiborski, PhD, LMSW, MPH, Director of Community Health- PHIL (Public Health Information Line) reviewed. Each County has a liaison. Emmet: Amanda Rothfuss; Charlevoix: Jen Vollmer; Otsego: Nicole Montgomery; Antrim: Stephanie Vanniman. Natalie will share

contact information with the Board of Health. Internal support for staff shared. Daily wellness updates on ways to handle stress and a RISE team being formed.

- Amanda Thompson, MSN, RN, Director of Family Health- Reviewed her staff's necessary roles and responsibilities during COVID-19 outbreak. Regular CD reporting is necessary and continuing. We are still conducting necessary WIC clinics and Immunization clinics.
- Scott Kendzierski, MS, REHS Environmental Health Services- Discussed EH efforts taking on different roles during COVID-19. Staff is taking on several different roles. PFAS is still being monitored in Pellston.
- Jane K. Sundmacher, M.Ed., Executive Director, Northern Michigan Community Health Innovation Region, Director of Regional Planning –PIO team update. CHIR activity reviewed and Community Connections efforts shared. Working with the Area Agency on Aging, identified some social isolation issues among seniors, referring them to community connections for resources.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: Karen Bargy reported that the finance committee met in March to review agency bills. David Heeres recommends approval of the March bills in the amount of \$607,641.48 and recommends approval of the March employee expenses of \$19,475.16. Supported by Nancy Ferguson. Roll call. Seven (7) Yeas. One (1) absent/Shirley Roloff. Motion carried.

Unfinished Business:

GOOD FRIDAY AND COVID-19 EMERGENCY POLICY FOR EXEMPT EMPLOYEES:

MOTION: Julie Powers motioned to authorize closure of all HDNW facilities for the full day on Good Friday holiday as well as to authorize the Health Officer to finalize and approve an emergency pay policy for exempt employees during the COVID-19 pandemic. Supported by David White. Roll call. Seven (7) Yeas. One (1) absent/Shirley Roloff. Motion carried.

Other Business: Bill pay review for April 15th will be conducted in this same format. Materials will be distributed prior. Time to be determined.

Adjournment:

Tuesday, May 5th, 2020 at 10:00 A.M. was the fixed as the time for the next meeting of the Board of Health.

Meeting adjourned at 11:51 A.M.

Respectfully submitted,



Lisa Peacock, Health Officer



Karen Bargy, Chairperson