

**Minutes of the Regular Board of Health Meeting
Health Department of Northwest Michigan
March 3, 2020 at 10:00 A.M.**

Call to order: A regular meeting of the Board of Health was held in the Conference Room at the Health Department in Charlevoix, Michigan on March 3, 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: 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, Ericka Van Dam, Terry Tollas, and Erin Luckhardt.

Approval of the February 4th, 2020 Meeting Minutes: Motion was made by Julie Powers to approve the meeting minutes correcting the letter of support typo (supported to support) from February 4th, 2020 Supported by David White. 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, Joshua Meyerson, MD, MPH, Medical Director, Natalie Kasiborski, PhD, LMSW, MPH, Director of Community, Amanda Thompson, MSN, RN, Director of Family Health, Scott Kendzierski, MS, REHS Environmental 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-Home Health and Hospice update (action required). HDNW Administrative updated. Software improvements updated.
- Natalie Kasiborski, PhD, LMSW, MPH, Director of Community Health- Emmet school health workgroup overview reported.
- Amanda Thompson, MSN, RN, Director of Family Health- Family Health report shared. COVID19 update given.
- Scott Kendzierski, MS, REHS Environmental Health Services- Verbal report on PFAS update.
- Joshua Meyerson, MD, MPH, Medical Director- February 2020 Communicable Disease report provided.
- Jane K. Sundmacher, M.Ed., Executive Director, Northern Michigan Community Health Innovation Region, Director of Regional Planning – Northern Michigan Public Health Alliance expansion shared.

RECOGNITION OF PELLSTON HIGH SCHOOL STUDENTS:

Scott Kendzierski presented students of the Pellston High School certificates of appreciation for their role in addressing PFAS in the Pellston area.

PRESENTATION OF THE ACCREDITATION CERTIFICATE:

Laura de la Rambelje presented HDNW with our Accreditation Certificate, adding she was very impressed with our Agencies efforts.

PRESENTATION OF THE 2019 AUDITED FINANCIAL REPORT:

Trina Edward, CPA, CGFM and Krin Perreault, CPS, MSA, from Dennis, Gartland & Niergarth presented the 2019 Audit Report. They gave an overview of the Agency's financial status. No difficulties were encountered in performing the audit. Graphs depicting the Government Fund Equity: Revenue and Expenditure Trends were discussed; Actual Revenues and Expenditures were discussed. Report on File. They thanked Terry Tollas and staff for their assistance in preparing for the audit. **MOTION:** Motion was made by Duane Switalski to accept the 2019 Audit Report as submitted; supported by Nancy Ferguson. All yeas. Motion carried.

HOME HEALTH AND HOSPICE GOVERNING BODY AND RE-ACCREDITATION PROCESS

MOTION: A motion was made by Julie Powers, supported by David White to accept the three (3) components of the presented material; updated management appointments, Home Health budget, and QAPI plan. All Yeas. Motion carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: Shirley Roloff reported that the finance committee met and recommends approval of the February bills in the amount of \$ 641,410.72 recommends approval of the February employee expenses of \$18,427.90 Supported by Duane Switalski. All yeas. Motion carried.

Unfinished Business: None.

Other Business: None

Adjournment:

Tuesday, April 7, 2020 at 10:00 A.M. in the Conference Room of the Health Department, Charlevoix, Michigan was fixed as the time and place of the next meeting of the Board of Health.

Meeting adjourned at 12:13 A.M.

Respectfully submitted,

Lisa Peacock, Health Officer

Karen Barga, Chairperson