

**Minutes of the Board of Health Meeting
Health Department of Northwest Michigan
April 2, 2013**

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 April 2, 2013. The meeting was called to order at 10:00 A.M. Chairperson Les Atchison presiding and Linda Yaroch, Health Officer. Six members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Karen Bargy, Larry Sullivan, Ronald Reinhardt, Les Atchison, Doug Johnson, Richard Sumerix

Member Absent/Excused: David Howelman, Larry Cassidy

Staff in attendance: Linda Yaroch, Dr. Joshua Meyerson, Christie Vogelheim, Jane Sundmacher, Dan Reynolds, Mary Martinchek

Staff Absent/Excused: Scott Kendzierski, Tina Lamont, Pat Fralick

Approval of Minutes: Motion was made by Richard Sumerix and supported by Ron Reinhardt to approve the minutes of the March 5, 2013 meeting. All yeas. Motion carried.

Public Comment: None

STAFF REPORTS

Written reports were submitted by Linda Yaroch, Dr. Joshua Meyerson, Tina Lamont, Scott Kendzierski.

- Linda Yaroch, RN, MPH, Health Officer – Welcomed Dan Reynolds and introduced that he will be speaking on the Electronic Key Card System Proposal to Local Revenue Sharing Board. In addition, she discussed key points relating to each divisions Status of the 2012 Priority Workplan outlined in detail on her written report. The Administrative Services Division was the exception as Christie Vogelheim reported on her division later in the meeting. Director James Haveman, Michigan Department of Community Health will be visiting on Thursday, April 18 in the early afternoon. Board Members are welcome to attend and a reminder/confirmation email will be sent prior to the meeting.
- Joshua Meyerson, MD, MPH, Medical Director – Submitted the March 2013 Communicable Disease Report for the four counties and the Michigan Zoonotic & Vector-Borne Disease Surveillance Summary.
- Christie Vogelheim, Director of Administrative Services – Reported on the Administrative Services 2012/2013 Priority Workplan.

- Tina Lamont, Director of Home Care and Aging Services Director – In advance, submitted a written report for the Home Care and Aging Services Divisions for review in her absence.
- Patricia Fralick, RN, MSA, Director of Family & Community Health Services – Mary Martinchek, RN, FCH Nursing Supervisor reported on the Maternal Infant Health Program on behalf of the Family & Community Health Services Division in Pat's absence. Mary offered a program review of the purpose, the process and the success of the program.
- Scott Kendzierski, RS, Director of Environmental Health Services - In advance, submitted a written report for the Environmental Health Services Division for review in his absence.

ELECTRONIC KEY CARD SYSTEM PROPOSAL TO LOCAL REVENUE SHARING BOARD

Motion: Motion was made by Larry Sullivan to support proceeding with the grant application for the Electronic Key Card System Proposal to Local Revenue Sharing Board; supported by Doug Johnson. All yeas. Motion passed unanimously.

Comment: Comment was made by Les Atchison to offer an alternative request in lieu of 100% financing of the Emmet County portion of the grant for better opportunity for success. Recommended due to his past role on the Local Revenue Sharing Board to request half of the needed funds for the Emmet County project and request the other half from the Michigan Municipal Risk Management Authority.

Comment: Comment was made by Doug Johnson to outline collaboration and support of other agencies and funding sources when applying to the Michigan Municipal Risk Management Authority due to his past experience and involvement with set entity.

Comment: Comment was made by Larry Sullivan to apply for grants from the Grand Traverse Bay Band through their Local Revenue Sharing Board in the fall to assist with the financing of the Antrim and Charlevoix portions of the Electronic Key Card System Proposal.

FINANCE COMMITTEE

Motion: Motion was made by Larry Sullivan to approve the March, 2013 bills in the amount of \$519,320.66 and employee expenses of \$19,492.73; supported by Doug Johnson. Roll call vote, all yeas. Les Atchison abstained. Motion carried.

Unfinished Business: Doug Johnson requested further discussion when Scott Kendzierski is present at the next Board of Health Meeting on the Eden Shores – Well First Policy.

Other Business:


Comment: Comment was made by Les Atchison that the acronyms in the Staff Reports are confusing and make understanding the relationships and roles a challenge. It's hard to support and report on acronyms if you are unfamiliar with. Suggested either identifying acronyms in the reports or having an acronym key with each report for reference.

Adjournment:

Tuesday, May 7, 2013 at 10 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.

The April 2, 2013 meeting was adjourned at 11:58 A.M.

Respectfully submitted,



Linda Yaroeh, Health Officer

Les Atchison, Chairperson