

**Minutes of the Board of Health Meeting  
Health Department of Northwest Michigan  
August 6, 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 August 6, 2013. The meeting was called to order at 10:05 A.M. Chairperson Les Atchison presiding and Linda Yaroch, Health Officer. Seven members of the Board of Health were in attendance, establishing a quorum.

**Members in attendance:** Karen Bargy, David Howelman, Larry Sullivan, Ronald Reinhardt, Les Atchison, Larry Cassidy, Richard Sumerix

**Member Absent/Excused:** Doug Johnson

**Staff in attendance:** Linda Yaroch, Christie Vogelheim, Patricia Fralick, Tina Lamont

**Staff Absent/Excused:** Dr. Joshua Meyerson, Jane Sundmacher, Scott Kendzierski

**Approval of Minutes:** Motion was made by Richard Sumerix and supported by David Howelman to approve the minutes of the June 4, 2013 meeting. All yeas. Motion carried.

**Public Comment:** None.

#### **STAFF REPORTS**

Written reports were distributed with agenda for review prior to the meeting from the following staff:

- Linda Yaroch, RN, MPH, Health Officer
- Joshua Meyerson, MD, MPH, Medical Director
- Tina Lamont, Director of Home Care and Aging Services – Tina reported that the State Auditor was here and performed an audit on the Hospice Program, we passed and are certified to provide hospice services.
- Patricia Fralick, RN, MSA, Director of Family & Community Health Services – Pat reported that in the next few months we will be providing WIC clinics on-site at the Pellston Senior Center. Pat also reported that our Nurse Practitioner at the Hornet Health Center in addition to her responsibilities will be teaching Pellston high school students who are dual enrolled through NCMC a one hour health care class. This will be evaluated on a semester basis.

#### **COMMITTEE REPORTS**

##### **FINANCE COMMITTEE-ACCOUNTS PAYABLE**

**MOTION:** David Howelman reported that the finance committee met to approve the June, 2013 bills in the amount of \$527,797.96 and employees expenses of \$36,501.06 and July, 2013 bills in the amount of \$491,447.46 and employees expenses in the amount of \$19,730.44; supported by Richard Sumerix. Roll call vote, all yeas. Les Atchison abstained. Motion carried.

**PERSONNEL & FINANCE- 2014/2016 EMPLOYEE COMPENSATION SCHEDULE**

David Howelman reported that the Committee met with the Employees Compensation Committee and have agreed on the following 2014-2016 Year Compensation Schedule to be approved by the Board of Health:

**Year 2014:** 1.5% wage increase plus increase in agency contribution to the Health Care Savings account from \$50.00/month to \$70.00/month and an additional 4 hours PTO for eligible employee/year

**Year 2015:** 2% wage increase

**Year 2016:** 2.5% wage increase (may be adjusted based on economy at that time)

**MOTION:** David Howelman made a motion to approve the three year 2014/2016 Employee Compensation Schedule as submitted; supported by Larry Cassidy. Roll call vote was taken 6 Yeas; 1 Nay, Ron Reinhardt. Motion carried.

**Unfinished Business:** None.

**Other Business: MERS 67<sup>TH</sup> ANNUAL MEETING ELECTION OF OFFICER DELEGATE**


**MOTION:** A motion by Richard Sumerix supported by David Howelman to appoint Lisa Faust as the officer delegate to serve at the 2013 MERS Annual Meeting. All yeas. Motion Carried.


**Adjournment:**

Tuesday, September 3, 2013 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.

The August 6, 2013 meeting was adjourned at 11:45 A.M.

**Respectfully submitted,**

  
Linda Yaroch, Health Officer

  
Les Atchison, Chairperson