

**Minutes of the Board of Health Meeting**  
**Health Department of Northwest Michigan**  
**December 2, 2014**

**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 December 2nd, 2014. The meeting was called to order at 10:00 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:** Les Atchison, Larry Cassidy, Larry Sullivan, Karen Bargo, Doug Johnson and Ronald Reinhardt, David Howelman.

**Members Excused/Absent:** Richard Sumerix.

**Staff in attendance:** Linda Yaroch, Dr. Josh Meyerson, Bradley Rider, Scott Kendzierski, Patricia Fralick, Tina Lamont and Jane Sundmacher.

**Staff excused/absent:** None.

**Approval of Minutes:** Motion was made by David Howelman to approve the November 4th, 2014 meeting minutes as presented supported by Ronald Reinhardt. All yeas. Motion carried.

**Public Comment:** None.

**STAFF REPORTS**

Written reports were distributed with agenda for review prior to the meeting from Linda Yaroch, RN, MPH, Health Officer, Joshua Meyerson, MD, MPH, Medical Director, Patricia Fralick, RN, MBA, Director of Family & Community Health Services and Scott Kendzierski, MS, REHS, Director of Environmental Health Services.

- Linda Yaroch, RN, MPH, Health Officer- Linda reviewed her Board of Health memo that included an invite to all the BOH to the All Staff meeting taking place December 4th at Boyne Mountain.
- Joshua Meyerson, MD, MPH, Medical Director-Reported on his November Communicable disease report. He presented a letter from the Department of Community Health on results of their findings regarding the Shay Playground. The playground has since been removed. It's unlikely children will have any health effects as a result of playing on the playground. Dr. Meyerson shared the current whooping cough cases in our area.
- Patricia Fralick, RN, MBA, Director of Family & Community Health Services -Shared some recent successes with our current programs.
- Scott Kendzierski, MS, REHS, Director of Environmental Health Services - reviewed the status of the Charlevoix Vapor Intrusion work plan. He updated the BOH on the implementation process of the Healthspace software. It will be in effect the first part of next year.

- Tina Lamont, RN, Director of Home Care & Aging Services – reported her marketing and advertising initiatives. As well as her Home Care and Hospice current census numbers.

**BENZIE - LEELANAU DISTRICT HEALTH DEPARTMENT:**

Linda presented, as part of her BOH memo, a letter from Dodie Putney inviting members of the RWJ Cross Jurisdictional Team to consider supporting several contracted services. Les Atchison motioned we would consider exploring the entire proposal in a January Personnel and Finance committee meeting to include Karen Bary on this committee, Larry Sullivan supported the motion. All Yeas. Motion carried.

**COMMITTEE REPORTS:**

**PERSONNEL & FINANCE COMMITTEE:**

David Howleman reported the Personnel & Finance Committee met prior to the Board of Health meeting at 8:45 AM. They reviewed the following items and recommend approval:

**MOTION:** David Howelman presented the 2014 Final Revised Budget for approval supported by Larry Cassidy. Roll call vote was taken. All yeas. Motion carried.

**MOTION:** Larry Sullivan presented the 2015 Annual Budget with memo for approval supported by David Howelman. Roll call vote was taken. All yeas. Motion carried.

**FINANCE COMMITTEE - ACCOUNTS PAYABLE**

**MOTION:** David Howleman reported that the finance committee met and recommends approval of the November, 2014 bills in the amount of \$496,732.94 and employee expenses of \$20,437.24 supported by Ronald Reinhardt. Roll call vote was taken. All yeas. Motion carried.

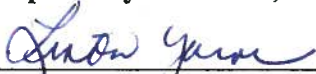
**Unfinished Business:** None.

**Other Business:** None.

**Adjournment:** No January 2015 meeting. Tuesday, February 3rd 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 11:40 AM.

Respectfully submitted,



Linda Yaroch, Health Officer



Les Atchison, Chairperson