

**Minutes of the Board of Health Meeting
Health Department of Northwest Michigan
December 6th , 2016**

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 6th, 2016. 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, Robert Harkness, Shirley Roloff, Karen Bargy, Robert Wilson, and Julie Powers-Gehman.

Members absent/excused: Nancy Ferguson

Staff in attendance: Linda Yaroch, Lisa Peacock, Tina Lamont, Joshua Meyerson, Mary Briscoe, Scott Kendzierski, Erika VanDam, and Tina Lamont.

Approval of Minutes: Motion was made by Larry Cassidy and supported by Julie Powers- Gehman to approve the minutes of the November 1, 2016 meeting. 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, Erika Van Dam, MPH, CHES Director of Community Health Services, Patricia Fralick. RN, MBA, Director of Family Health Services and Scott Kendzierski, MS, REHS, Director of Environmental Services:

- Linda Yaroch, RN, MPH, Health Officer – Mary Briscoe shared the 2016 revised budget memo requiring Board action. Linda Yaorch and Bruce Miller shared the successes of the Northern Health Plan.
- Joshua Meyerson, MD, MPH, Medical Director –Shared the November communicable diseases report.
- Scott Kendzierski, MS, REHS, Director of Environmental Services- shared the changes to the District Sanitary Code requiring Board action.
- Patricia Fralick. RN, MBA, Director of Family Health Services- Shared video on helping build better brains stressing the importance of home visiting.
- Erika Van Dam, MPH, CHES Director of Community Health Services- Building Healthy Communities activities shared.
- Tina Lamont, Director of Home Care and Aging Services- gave a verbal report on some potential changes to the Medicare/Medicaid pre-claim review process which may impact Home Health division.

RETIREMENT RESOLUTION:

A Retirement Resolution was read by the Admin. Team to congratulate Linda Yaroch on her years of service and retirement. **MOTION:** Motion was made by Robert Harkness and supported by Karen Bargy to accept the retirement resolution. All Yeas. Motion carried.

2016 REVISED BUDGET MEMO:

MOTION: Larry Cassidy made a motion to support the 2016 revised budget memo, supported by Robert Wilson, to include to authorize budget adjustments to be approved by the Finance Committee of the Board of Health in the finance meetings in December and January if recommended. All Yeas. Motion carried.

DISTRICT SANITARY CODES:

MOTION: Robert Harkness made a motion seconded by Larry Cassidy to accept the resolution as presented to adopt the proposed District Sanitary Code and to present the resolution to all County Board of Commissioners for approval. Roll call. All Yeas.

JANUARY FINANCE MEETING:

MOTION: Larry Cassidy made a motion for Karen Barge and Julie Powers-Gehman to represent the Finance Committee at the January finance meeting giving them authorization to approve the bills, supported by Shirley Roloff. All Yeas. Motion carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: Larry Cassidy reported that the finance committee met and recommends approval of the bills in the amount of \$ 878,220.27 supported by Shirely Roloff. All yeas. Motion Carried. Larry Cassidy reported that the finance committee met and recommends approval of the November employee expenses of \$48,617.87 supported by Shirley Roloff. All yeas. Motion carried.

Unfinished Business: None.

Other Business: None.


Adjournment:

Tuesday, February 7th, 2016 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 12:10 A.M.

Respectfully submitted,


Linda Yaroch, Health Officer


Les Atchison, Chairperson
Karen Barge