

**Minutes of the Board of Health Meeting
Health Department of Northwest Michigan
December 5, 2017**

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 5, 2017. The meeting was called to order at 10:00 A.M. Chairperson Karen Bargy presiding and Lisa Peacock Health Officer. Eight members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Jonathan Scheel, Shirley Roloff, Nancy Ferguson, Duane Switalski, Julie Powers, Karen Bargy, Betsy White, and Melissa Zelenak.

Members absent/excused: None

Staff in attendance: Lisa Peacock, Erika Van Dam, Natalie Kasiborski, Mary Briscoe, Jane Sundmacher, Dr. Meyerson, Scott Kendzierski, and Amanda Thompson.

Approval of Minutes: Motion was made by Julie Powers and supported by Duane Switalski to approve the minutes of the November 7, 2017 meeting. 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, Erika Van Dam, MPH, CHES, Deputy Health Officer, Joshua Meyerson, MD, MPH, Medical Director, Amanda Thompson, MSN, RN, Director of Family Health, Jane Sundmacher, M.Ed. Community Health Planner, Scott Kendzierski, MS, REHS Environmental Health Services Director, Natalie Kasiborski, PhD, LMSW, MPH, Director of Community:

- Lisa Peacock, RN, MSN, NP, Health Officer – East Jordan Dental Clinic update given. Dental Clinics North transition process shared. (ACTION REQUIRED) Netsmart update-concerns are being addressed regarding the execution of the contract. We are requesting a final timeline.
- Erika Van Dam, MPH, CHES, Deputy Health Officer – Gave an update on the Performance Management System.
- Joshua Meyerson, MD, MPH, Medical Director -November Communicable Disease report shared. Update on Hep A outbreak
- Jane Sundmacher, M.Ed. Community Health Planner-NMCHIR Grant Proposal shared.
- Amanda Thompson, MSN, RN, Director Family Health Supervisor –Passed Healthy Families Northern Michigan Accreditation.
- Scott Kendzierski, MS, REHS, Environmental Health Services Director- NMRL lab reporting update given. Upcoming Legal training for EH.
- Natalie Kasiborski, PhD, LMSW, MPH, Director of Community Health –Grant updates given- Drug/Alcohol Kits for Parents, Otsego County Coalition, Skin Cancer prevention, SAFE in NM Drug Abuse. Staffing updates.

DENTAL CLINICS NORTH

MOTION: Nancy Ferguson made a motion that the Board of Health continue to support the transition planning process for DCN with our consultants as related to the previously presented Resolution terminating services with MCDC. Supported by Shirley Roloff. All yeas. Motion Carried.

RETIREMENT RESOLUTION:

MOTION: Betsy White made a motion to sign Mary Martinchek's retirement resolution after 36 years of dedicated service. Supported by Duane Switalski. All yeas. Motion carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: Shirley Roloff reported that the finance committee met and recommends approval of the November bills in the amount of \$752,288.51 and the November employee expenses of \$31,875.22. Supported by Jonathan Scheel. All yeas. Motion carried.

Unfinished Business: None.

Other Business: None.

Adjournment:

February 6, 2018 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 12:18 P.M.

Respectfully submitted,



Lisa Peacock, Health Officer



Karen Bargy, Chairperson