

**Minutes of the Board of Health Meeting
Health Department of Northwest Michigan
February 3, 2015**

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 February 3, 2015. The meeting was called to order at 10:00 A.M. Chairperson Les Atchison presiding and Linda Yaroch, Health Officer. Eight members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Robert Wilson, Karen Bargy, Shirley Roloff, Nancy Ferguson, Les Atchison, Larry Cassidy, Doug Johnson, Julie Powers-Gehman.

Members absent/excused: None

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

Approval of Minutes: Motion was made by Larry Cassidy and supported by Doug Johnson to approve the minutes of the December 2, 2014 meeting. All yeas. Motion carried.

Public Comment: None.

RETIREMENT RESOLUTIONS

Presented to Suzette Daly and Pat Borowiak. **MOTION:** Karen Bargy motioned to accept the retirement resolutions for Suzette Daly and Pat Borowiak. Supported by Nancy Ferguson. Motion carried.

ORGANIZATION OF THE BOARD

MOTION: Larry Cassidy motioned to accept Les Atchison as Chairperson, supported by Nancy Ferguson. Motion carried.

MOTION: Doug Johnson motioned to accept Larry Cassidy as Vice Chairperson, supported by Shirley Roloff. Motion carried.

MOTION: Doug Johnson motioned to accept Karen Bargy as the Secretary/Treasurer, supported by Larry Cassidy. Motion carried.

COMMITTEE ASSIGNMENTS

ANTRIM: Vacant seat on the Personnel & Finance Committee. Robert Wilson will serve on this committee.

CHARLEVOIX: Vacant seat on the Personnel & Finance Committee. Shirley Roloff will serve on this committee. Vacant seat on the Program & Evaluation Committee. Nancy Ferguson will serve on this committee.

OTSEGO: Vacant seat on the Program & Evaluation Committee. Julie Powers-Gehman will serve on this committee.

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 the Health Innovation Grant that was awarded to HDNW. She also updated

the BOH on the CHAP initiative and the Chronic Disease proposal. Robert Wood Foundation Cross Jurisdictional Project will conclude in of April with much success.

- Joshua Meyerson, MD, MPH, Medical Director-Reported on his January Communicable disease report. He also discussed the immunization issues and recent changes to Michigan's waiver program.
- Patricia Fralick, RN, MBA, Director of Family & Community Health Services - Discussed the immunization waiver program changes and staff responsibility. She also reported on the restructuring of the Family and Community Health Department. Several openings and opportunities are available with the new Healthy Families America funding and retirements.
- Scott Kendzierski, MS, REHS, Director of Environmental Health Services - reviewed the Milton Township Ordinance.
- Tina Lamont, RN, Director of Home Care & Aging Services – reported on the results of the Best of Northern Michigan competition. Health Department/Home Health was nominated for First Place. Hospice was Third Place.

BEZIE LEELANAU REQUEST FOR CONTRACT SERVICES

MOTION: Larry Cassidy made a motion to support the Ad Hoc BOH Committee to direct the department to engage in a planning process with the BLDHD to contract for Medical Director, Health Officer, IT and Billing, supported by Karen Bargy. Motion carried.

FAMILY AND COMMUNITY HEALTH REQUEST TO FORM 2 DIVISIONS

MOTION: Doug Johnson made a motion to support the recommended changes in the organizational structure of the Family and Community Health division and to assure the integrated service delivery approach for families that currently exists continues and that mechanisms to assure this outcome are implemented, supported by Nancy Ferguson. Motion carried.

CORE VALUES

Bradley Rider presented the Core Values policy that was revised by the Personnel Policies Committee.

MOTION: Les Atchison made a motion to approve the Core Values as written, supported by Larry Cassidy. Motion carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: Larry Cassidy reported that the finance committee met and recommends approval of the December, 2014 bills in the amount of \$519,172.86 and employees expenses of \$32,117.92 and the January 2015 in the amount of \$519,975.99 and employees expenses of \$14,980.83, supported by Julie Powers-Gehman; roll call vote. All yeas. Motion carried.

Unfinished Business: None.

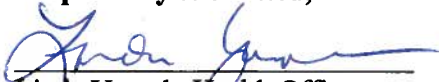
Other Business: None.

Adjournment:

Tuesday, March 3, 2015 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 12:05 P.M.

Respectfully submitted,


Linda Yaroch, Health Office


Les Atchison, Chairperson