

**Minutes of the Board of Health Meeting  
Health Department of Northwest Michigan  
February 7, 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 February 7, 2017. The meeting was called to order at 10:00 A.M. Chairperson Karen Bargy presiding and Lisa Peacock Health Officer. Seven members of the Board of Health were in attendance, establishing a quorum.

**Members in attendance:** Scott Kruger, Jonathan Scheel, Duane Switalski, Shirley Roloff, Karen Bargy, Nancy Ferguson and Julie Powers.

**Members absent/excused:** Betsy White

**Staff in attendance:** Lisa Peacock, Erika Van Dam, Scott Kendzierski, Natalie Kasiborski, Jane Sundmacher and Tina Lamont.

**Approval of Minutes:** Motion was made by Nancy Ferguson and supported by Julie Powers to approve the minutes of the December 6, 2016 meeting with a correction to Linda Yaroch's last name. All yeas. Motion carried.

**Public Comment:** None.

**ELECTION OF OFFICERS & COMMITTEE ASSIGNMENTS:**

**MOTION:** Motion was made by Nancy Ferguson to appoint Karen Bargy as the Board of Health Chairperson supported by Scott Kruger. Roll call. All Yeas. Motion carried.

**MOTION:** Motion was made by Karen Bargy to appoint Nancy Ferguson as the Vice Chairperson supported by Duane Switalski. Roll call. All Yeas. Motion carried.

**MOTION:** Motion was made by Nancy Ferguson to appoint Shirley Roloff as the Secretary/Treasurer supported by Jonathan Scheel. Roll call. All Yeas. Motion carried.

**COMMITTEES:** Program & Evaluation: Scott Kruger, Nancy Ferguson, Betsy White, Julie Powers.  
Personnel & Finance: Karen Bargy, Shirley Roloff, Jonathan Scheel, Duane Switalski.

**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, Patricia Fralick, RN, MBA, Director of Family Health, Scott Kendzierski, MS, REHS Environmental Health Services Director, and Natalie Kasiborski, PhD, LMSW, MPH, Director of Community:

- Lisa Peacock, RN, MSN, NP, Health Officer –Welcomed the new Board of Health Members. Gave a Northern Michigan Public Health Alliance and State Innovation Model update.
- Erika Van Dam, MPH, CHES, Deputy Health Officer-Gave a report on Getting to the Heart of the Matter in Michigan program activities.
- Joshua Meyerson, MD, MPH, Medical Director –Shared the January communicable diseases report.

- Patricia Fralick, RN, MBA, Director of Family Health- Written report shared on Women, Infant & Children Supplemental Nutrition Program.
- Scott Kendzierski, MS, REHS, Environmental Health Services Director- Shared the District Sanitary Code Adoption.
- Tina Lamont, RN, Director of Home Care & Aging Services-Announced additions to the Hospice Board and Hospice activity.
- Natalie Kasiborski, PhD, LMSW, MPH ,Director of Community - Shared the Children and Youth Behavioral Health Initiative.

**RESOLUTION**

The retirement resolution for Sandy Tarbutton was read congratulating her for her years of service.

**MOTION:** Motion was made by Scott Krueger to accept the Retirement Resolution for Sandy Tarbutton supported by Julie Powers. All Yeas. Motion carried.

**FINANCE COMMITTEE - ACCOUNTS PAYABLE**

**MOTION:** Shirley Roloff reported that the finance committee met and recommends approval of the December bills in the amount of \$943,532.78 and the December employee expenses of \$21,513.40 supported by Nancy Ferguson. All Yeas. Motion carried.

**MOTION** Shirley Roloff reported that the finance committee met and recommends approval of the January bills in the amount of \$ 709,821.93and the January employee expenses of \$16,964.53 supported by Julie Powers. All Yeas. Motion carried.

**Unfinished Business:** None.

**Other Business:** None.

**Adjournment:**

Tuesday, March 7, 2017 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 11:50 A.M.

Respectfully submitted,

  
Lisa Peacock, Health Officer

  
Karen Barge, Chairperson