

**Minutes of the Board of Health Meeting
Health Department of Northwest Michigan
July 6, 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 July 6, 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: Jonathan Scheel, Shirley Roloff, Karen Bargy, Nancy Ferguson, Betsy White, Duane Switalski, Julie Powers.

Members absent/excused: Scott Kruger

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

Approval of Minutes: Motion was made by Nancy Ferguson and supported by Shirley Roloff to approve the minutes of the June 6, 2017 meeting. All yeas. Motion carried.

Public Comment: None.

Presentation of the 2016 Audited Financial Report:

Aaron Mansfield, CPA from Dennis, Gartland & Niergarth presented the 2016 Audit Report. He gave an overview of the Agency's financial status. No difficulties were encountered in performing the audit. Graphs depicting the Government Fund Equity: Revenue and Expenditure Trends were discussed; Actual Revenues and Expenditures were discussed. Subrecipient reporting discussed. Report on File. Aaron thanked Mary Briscoe and staff for their assistance in preparing for the audit. **MOTION:** Motion was made by Jonathan Scheel to accept the 2016 Audit Report as submitted; supported by Betsy White. All yeas. Motion carried

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, 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 –Shared the Northern Michigan Perinatal Collaborative Network objectives. Update given on the East Jordan Dental Facility. More information to be shared at the August meeting.
- Erika Van Dam, MPH, CHES, Deputy Health Officer-Shared the Performance Management System. Every Division Director gave an update on their area. The 2016 Annual Report was distributed and discussed.
- Joshua Meyerson, MD, MPH, Medical Director- Discussed the current support in Michigan to raise the legal age to buy Tobacco products to 21 years of age. June 2017 Communicable Disease report was shared.
- Jane Sundmacher, M.Ed. Community Health Planner-Shared information from the community Health Assessment Implementation and Impact Program Site Visit.

- Scott Kendzierski, MS, REHS, Environmental Health Services Director- Well First Protocol Extension- Board Action requested.
- Amanda Thomspn, RN, MBA, Director of Family Health- WIC update given.
- Natalie Kasiborski, PhD, LMSW, MPH, Director of Community Health-School Wellness Program updates.

WELL FIRST PROTOCOL:

Scott Kendzierski shared the Well First protocol, policy and procedure. **MOTION:** Nancy Ferguson made a motion to extend the existing policy to include Custer Township sections 14 and 23 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 June bills in the amount of \$785,304.35 and the June employee expenses of \$27,750.27 supported by Jonathan Scheel. All yeas. Motion carried.

Unfinished Business: None.

Other Business: None.

Adjournment:

August 1, 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 12:45 P.M.

Respectfully submitted,



Lisa Peacock, Health Officer



Karen Bargy, Chairperson