

**Minutes of the Board of Health Meeting  
Health Department of Northwest Michigan  
June 4, 2013**

**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 June 4, 2013. The meeting was called to order at 10:05 A.M. Chairperson Les Atchison presiding and Linda Yaroch, Health Officer. Six members of the Board of Health were in attendance, establishing a quorum.

**Members in attendance:** David Howelman, Larry Sullivan, Ronald Reinhardt, Les Atchison, Larry Cassidy, Richard Sumerix,

**Member Absent/Excused:** Doug Johnson and Karen Bargy

**Staff in attendance:** Linda Yaroch, Dr. Joshua Meyerson, Christie Vogelheim, Scott Kendzierski, Patricia Fralick, Jane Sundmacher, Tina Lamont, Erica VanDam, Melissa Mundy

**Approval of Minutes:** Motion was made by Richard Sumerix and supported by Ron Reinhardt to approve the minutes of the May 7, 2013 meeting. All yeas. Motion carried.

**COMMENT:**

**Public Comment:** None.

**AMENDED AGENDA:** Les Atchison reported that the 2012 Audit Report will be heard at this time and Erika VanDam will do a presentation under Pat Fralick's Report.

**2012 AUDIT REPORT PRESENTATION**

Aaron Mansfield, CPA from Dennis, Gartland & Niergarth presented the 2012 Audit Report. He gave an overview of the agency's financial status. No difficulties were encountered in performing the audit. Graphs depicting the Governmental Fund Equity; Revenue and Expenditure Trends were depicted; Actual Revenues and Expenditures were discussed. Report on file. Aaron commended Christie and her staff on an excellent job preparing for the audit.

**Motion:** Motion was made by David Howelman to accept the 2012 Audit Report as submitted supported by Larry Cassidy. Roll call vote was taken, all yeas. Motion Carried.

**STAFF REPORTS**

Written reports were distributed with agenda for review prior to the meeting from the following staff:

- Linda Yaroch, RN, MPH, Health Officer
- Joshua Meyerson, MD, MPH, Medical Director - Josh distributed a booklet entitled "Ticks and Your Health" preventing tick-borne illness in Michigan. It depicts a map of Michigan Lyme Disease Risk and updates are available at [www.mcihigan.gov/emergingdiseases](http://www.mcihigan.gov/emergingdiseases)
- Patricia Fralick, RN, MSA, Director of Family & Community Health Services- Introduced Melissa Mundy, RN a public health nurse working out of our Emmet office she is working on her Master's Degree in Public Health. Melissa will conduct focus groups in the WIC Nutrition Program and the Maternal Infant Health Program to assist pregnant women to quit smoking during pregnancy and to try to reduce post-partum relapse among those who quit.

Pat introduced Erika VanDam, Family Health Supervisor who gave a presentation on the Complete Streets Program. Complete streets are streets for everyone. They are designed and operated to enable safe access for all users. Pedestrians, bicyclists, motorists and public transportation users of all ages and abilities are able to safely move along and across a complete street. The streets of our cities and towns are an important part of our communities. Now in communities across the country, a movement is growing to complete the streets. States, cities and towns are asking their planners & engineers to build roads that are safer, more accessible and easier for everyone for people to live, play, work and shop. A complete street in a rural area will look quite different from a complete street in an urban area, but both are designed to balance safety and convenience for everyone using the road. You can visit the website [www.completestreets.org/manytypes](http://www.completestreets.org/manytypes). Why we need Complete Streets policies can be assessed through the National Complete Streets Coalition [www.completestreets.org](http://www.completestreets.org).

- Scott Kendzierski, RS, Director of Environmental Health Services
- Tina Lamont, Director of Home Care and Aging Services

#### **HEALTH DEPARTMENT OF NORTHWEST MICHIGAN BUILDINGS TRANSITION TO COUNTY OWNERSHIP**

**Motion:** Motion was made by Richard Sumerix supported by Larry Sullivan as a Health Department of Northwest Michigan building financed through the Northern Health Foundation in Antrim, Emmet and Otsego counties transition to county ownership upon completion of the lease/purchase agreement and in consideration that the health department has fully paid for and maintained the facility, the Board of Health request support of the counties to enter into a land value lease agreement with the health department for its continued use of the facility for health department functions. All yeas. Motion carried.

**Finance Committee:** Motion was made by David Howelman to approve the June, 2013 bills in the amount of \$474,280.84 and employees expenses of \$21,946.28 supported by Richard Sumerix. Roll Call vote, all yeas. Les Atchison abstained. Motion carried.

**Unfinished Business:** None.

**Other Business:** The consensus of the Board of Health is to cancel the July 2<sup>nd</sup> Board of Health Meeting. There will be no July Board of Health Meeting.

#### **Adjournment:**

Tuesday, August 6, 2013 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.

The June 4, 2013 meeting was adjourned at 12:00 Noon.

**Respectfully submitted,**

  
Linda Yaro, Health Officer

  
Les Atchison, Chairperson