

**Minutes of the Board of Health
Health Department of Northwest Michigan
March 6, 2012**

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 March 6, 2012. The meeting was called to order at 10:00 A.M. Chairperson, Jack Jones presiding and Linda Yaroch, Health Officer. Eight members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Karen Bargy, David Howelman, Jack Jones, Les Atchison, Shirlene Tripp, Robert Drebenstedt, Doug Johnson, Richard Sumerix

Member Absent/Excused: None.

Staff in attendance: Linda Yaroch, Dr. Josh Meyerson, Patricia Fralick, Carol Paxton, Tina Lamont, Christie Vogelheim, Jane Sundmacher, Scott Kendzierski, Nancy Mikulski, Natalie Kasiborski

Staff Absent/Excused: None.

Guest in attendance: Jennifer Booher, Program Associate from the Charlevoix County Community Foundation presented a \$3,000.00 check to the Board for the implementation of the universal developmental screening tool for children ages 0-5 years through the Early Childhood Mental Health Initiative.

Approval of Minutes: Motion was made by Les Atchison and supported by Shirlene Tripp to approve the minutes of the February 7, 2012 meeting. All yeas. Motion carried.

Public comment: None.

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
- Patricia Fralick, RN, MBA, Director of Family and Community Health Services
- Tina Lamont, RN, Director of Home Care & Aging Services
- Carol Paxton, RN, MSN, Director of Public Health Emergency Preparedness
- Scott Kendzierski, MS, MBA, Director of Environmental Health Services

CONTRACT AMBULANCE

Motion: Motion was made by Doug Johnson to authorize the chairperson to sign the Contract to provide Ambulance Services between the Health Department and Allied EMS Systems, Inc. supported by Richard Sumerix. Roll call vote was taken, all yeas. Motion carried.

NATIONAL ASSOCIATION OF LOCAL BOARDS OF HEALTH COMMUNITY GUIDE PRESENTATION

Les Atchison reported that he has been participating in meetings and conference calls with Jim Butler, Consultant to promote the Community Guide with local departments and their Boards of Health. Les

gave a presentation on The Community Guide: Uses and Benefits. The Guide to Community Preventive Services is a free resource designed to help you identify evidence-based programs, practices and policies to improve health and prevent disease, injury and disability in your community. This is a great tool and can ensure health agencies operate efficiently, effectively, and with integrity to achieve its mission, goals and strategic plan. The Guide can be accessed by going to the website www.thecommunityguide.org The Centers for Disease Control and Prevention selected four states, Michigan, Missouri, North Carolina and Washington. Our Health Department was selected to collaborate with the National Association of Local Boards of Health.

Les distributed a questionnaire to the Board members to complete on their understanding of the Community Guide and if they would refer to it for public health issues facing their community. There was discussion. Les and Linda Yaroch will be making a presentation at District Health Department's No. 4's Board of Health meeting on March 20, 2012.

RESOLUTION – RETIREMENT OF NANCY MIKULSKI

The following resolution was unanimously approved by the Health Department of Northwest Michigan Board of Health:

WHEREAS Nancy Mikulski has provided 39 years of service at the Health Department of Northwest Michigan; and

WHEREAS, Mrs. Mikulski has advanced to positions of increasing responsibility, from October 11, 1971 to March 30, 2012 and, culminating as Administrative Office Manager, with responsibilities throughout the Health District, and beyond; and

WHEREAS, Mrs. Mikulski has worked diligently and faithfully during those years, providing vital support to all service divisions with the Health Department and Dental Clinics North; and

WHEREAS, Mrs. Mikulski has demonstrated her commitment to the agency by continuously working to develop and implement administrative processes to better serve clients and assist staff; and

WHEREAS, Mrs. Mikulski has shepherded business process upgrades throughout the agency, from the days before personal computers, communication devices, and copiers that can fax, scan, and distribute documents; and

WHEREAS, Mrs. Mikulski has earned the respect of her colleagues through her coordination and participation in a wide range of project teams, including building construction and renovations from start to finish, response to pandemic flu, caring for staff, exercising with staff during lunch and more; and

WHEREAS, Mrs. Mikulski has recruited and retained qualified, conscientious, and motivated staff through leadership and support; and

WHEREAS, Mrs. Mikulski's congenial, caring, and helpful manner always made others feel welcome and comfortable;

THEREFORE BE IT RESOLVED THAT THE Board of Health commends Nancy Mikulski for her service and dedication on behalf of the Health Department, the people it serves, and its employees, indicates our appreciation and says THANK YOU; and

BE IT FURTHER RESOLVED that the Board of Health extends best wishes to Nancy Mikulski for a long and happy retirement.

Committee Reports:

Finance Committee

Motion: Motion was made by David Howelman to approve the February, 2012 bills in the amount of \$520,231.71 and employees expenses of \$19,086.36 supported by Robert Drebenstedt. Roll call vote was taken. All yeas. Motion passed.

Unfinished Business: None.

Other Business: None.

Adjournment:

Tuesday, April 3, 2012 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 regular meeting of the Board of Health and the March 6, 2012 meeting was adjourned at 11:55 A.M.

Respectfully submitted:


Linda Yaroch, Health Officer


Jack Jones, Chairperson