

Minutes of the Board of Health Meeting

Health Department of Northwest Michigan March 4, 2014

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 4, 2014. 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: Karen Bargy, David Howelman, Les Atchison, Larry Cassidy, Larry Sullivan, Ronald Reinhard, Richard Sumerix, Doug Johnson

Staff in attendance: Linda Yaroch, Dr. Josh Meyerson, Brad Rider, Patricia Fralick

Staff absent/excused: Tina Lamont, Scott Kendzierski, Jane Sundmacher

Approval of Minutes: Motion was made by Richard Sumerix and supported by Ron Reinhardt to approve the minutes of the February 4, 2014 meeting. All yeas. Motion carried.

MARK MILLER, DIRECTOR OF LOCAL HEALTH SERVICES, MDPH - Mark Miller acknowledged and gave thanks for inviting him to the Board of Health Meeting. He also brings best regards from Melanie Brim, our Deputy Director for Public Health and Jim Haveman, our new Director at the Michigan Department of Community Health. It is our honor and pleasure to present a Certificate of Accreditation to all the staff at the HDNWM and Board Members. This certificate represents a high level of achievement, and is a credit to everyone involved in the accreditation process. He highlighted special recognition comments from reviewers and discussed several special recognitions in the following programs: Communicable Disease; Hearing & Vision; Food Service: On-site Sewage; STD & HIV; BCCCP; Immunizations; Family Planning; CSHCS; and WIC. In closing Mark appreciates the Health Department's continued collaboration and is very impressed with the efficient and innovative programs that are being delivered to residents in our jurisdiction.

Public Comment: None.

STAFF REPORTS

Written reports were distributed with agenda for review prior to the meeting from Linda Yaroch, Dr. Josh Meyerson and Pat Fralick.

The 2013 Priority Workplan and 2014 Priority Workplan status reports will serve as the staff reports to the Board as they review their respective section. Linda Yaroch, Tina Lamont and Scott Kendzierski Workplan status reports were deferred to the April meeting. Brad Rider will report in May.

- Linda Yaroch, RN, MPH, Health Officer
- Joshua Meyerson, MD, MPH, Medical Director – reported that we have an occurrence in a care facility of the Human Metapneumovirus and that it is closed to new admissions and visitors. Dr. Meyerson distributed a fact sheet and explained the virus. He also distributed a News Release from the Department of Agriculture & Rural Development on Mitchell Hill Farm in Ellsworth-Received First-Ever Felony Conviction Under Michigan's Food Law.
- Patricia Fralick, RN, MBA, Director of Family & Community Health

COMMITTEE REPORTS

PERSONNEL & FINANCE – 2013 BALANCE SHEET & STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Brad Rider gave an overview of the 2013 Balance Sheet and Statement of Revenues Expenditures and Changes in Fund Balance. The agency has a strong Balance Sheet. There was discussion.

MOTION: On recommendation of the Personnel & Finance Committee Dave Howelman made a motion to approve the 2013 Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance as submitted; supported by Larry Cassidy. Roll call vote, all yeas. Motion carried.

AUDIT FIRM RECOMMENDATION

Comment: Larry Sullivan and Ron Reinhardt believe that it is good practice to have a change in auditors over the years. There was discussion.

MOTION: On recommendation of the Personnel & Finance Committee Karen Bargy made a motion to approve the accounting firm of Dennis, Gartland & Niergarth for fiscal years ending 2013, 2014 and 2015; supported by Larry Sullivan. Roll call vote, all yeas. Motion carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: David Howelman reported that the finance committee met and recommends approval of the February, 2014 bills in the amount of \$485,361.84 and employee expenses of \$19,398.28 supported by Richard Sumerix; roll call vote. All yeas. Les Atchison abstained. Motion carried.

Comment: Brad Rider reported that due to an extra pay period in December the employee expenses for that month were more than usual.

Unfinished Business: None.


Other Business: Larry Cassidy and Karen Bargy will be absent/excused for the April Board of Health Meeting.


Adjournment:

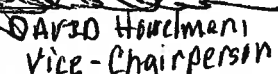
Tuesday, April 1, 2014 at 10:00 A.M. in the Conference Room of the Health Department, Charlevoix, Michigan was fixed as the time and place of the next meeting of the Board of Health.

Meeting adjourned at 12:05 PM.

Respectfully submitted,


Linda Yaroach, Health Officer


Les Atchison, Chairperson


DAVID HOWELMAN
Vice-Chairperson