Minutes of the Board of Health Meeting  
Health Department of Northwest Michigan  
March 5, 2019

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 5, 2019. The meeting was called to order at 10:02 A.M. by Chairperson Karen Bargy presiding and Lisa Peacock Health Officer. Eight members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Karen Bargy, David Heeres, Shirley Roloff, Nancy Ferguson, Duane Switalski, James Kargol, Julie Powers and David White.

Members absent/excused: none

Staff in attendance: Lisa Peacock, Erika Van Dam, Jane Sundmacher, Natalie Kasiborski, Mary Briscoe, Amanda Thompson, Scott Kendzierski, Tina Lamont, Carrie Field and Erin Luckhardt.

Public Comment: None.

Approval of Minutes: Motion was made by David Heeres to approve the February 5, 2019 meeting minutes. Supported by Nancy Ferguson. All yeas. Motion carried.

Presentation of the 2018 Audited Financial Report:  
Trina Edward, CPA, CGFM and Krin Perreault, CPS, MSA, from Dennis, Garland & Niergarth presented the 2018 Audit Report. They 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. Report on File. They thanked Mary Briscoe and staff for their assistance in preparing for the audit. MOTION: Motion was made by Nancy Ferguson to accept the 2018 Audit Report as submitted; supported by Duane Switalski. 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, Scott Kendzierski, MS, REHS Environmental Health Services Director, and Natalie Kasiborski, PhD, LMSW, MPH, Director of Community, Amanda Thompson, MSN, RN, Director of Family Health, and Jane Sundmacher, M.Ed. Regional Planning Director:

- Lisa Peacock, RN, MSN, NP, Health Officer – Lisa introduced Erin Luckhardt, recent new hire as Community Health Coordinator. Day at the Capital information shared. Board members are welcome to attend with our staff. Home Health and Hospice update given. Beaver Island Dental Services plan shared.
- Erika Van Dam, MPH, CHES, Deputy Health Officer- Performance Management System & Quality Improvement shared.
- Joshua Meyerson, MD, MPH, Medical Director –February Communicable Disease report shared.
- Natalie Kasiborski, PhD, LMSW, MPH, Director of Community Health- Rambler wellness renovations shared.

[Signature: Nancy Ferguson]
- Amanda Thompson, MSN, RN, Director of Family Health- Immunization report given.
- Scott Kendzierski, MS, REHS Environmental Health Services Director- Collaborated report with HDNW and Tip of the Mitt shared. Septic discussion.
- Tina Lamont, RN, Director of Home Health and Hospice- Shared state rules and the Opioid crisis for Hospice patients.
- Jane Sundmacher, M.Ed. Regional Planning Director- NMCHIR; Grants for Social Determinant of Health Projects discussed.

**FINANCE COMMITTEE - ACCOUNTS PAYABLE**

**MOTION:** Shirley Roloff reported that the finance committee met and recommends approval of the February bills in the amount of $795,667.97 and recommends approval of the February employee expenses of $24,228.01. Supported by Nancy Ferguson. All yeas. Motion carried.

**Unfinished Business:** None.

**Other Business:** Nancy Ferguson mentioned the upcoming pipeline meeting. Julie Powers and Duane Switalski both thank Dr. Meyerson for his advocacy in the media for syringe program and immunizations. Duane Switalski also mentioned NMRE has moved to the South end of Gaylord. MiThrive Community survey will be distributed to the Board members per Carrie Field

**Adjournment:**
Tuesday, April 2nd, 2019 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 12:17 P.M.

*Respectfully submitted,*

Lisa Peacock, Health Officer

Nancy Ferguson, Chairperson

Karen Barby, Chairperson

Nancy Ferguson, Vice Chairperson

*Note: The signature on the right seems to be corrected.