

**Minutes of the Board of Health Meeting
Health Department of Northwest Michigan
May 7, 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 May 7, 2013. The meeting was called to order at 10:20 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, Larry Sullivan, Ronald Reinhardt, Les Atchison, Larry Cassidy, Richard Sumerix, Doug Johnson.

Member Absent/Excused: None.

Staff in attendance: Linda Yaroch, Dr. Joshua Meyerson, Christie Vogelheim, Scott Kendzierski, Patricia Fralick, Jane Sundmacher, Scott Kendzierski, Suzi Pankey, Erica VanDam, Susan Pulaski

Staff Absent/Excused: Tina Lamont

Approval of Minutes: Motion was made by Richard Sumerix and supported by Ron Reinhardt to approve the minutes of the April 3, 2013 meeting. All yeas. Motion carried.

Public Comment: Comment was made by Richard Sumerix that on Saturday & Sunday, June 15-16 Father's Day Weekend come to Gaylord to check out Wings Over Gaylord at the Gaylord Regional Airport for the air show aerobatic aerial performances, jets and vintage war birds performing and on display.

AMENDED AGENDA: Les Atchison reported that the Retirement Resolution for Suzi Pankey and the Tobacco-Free Parks & Beaches presentation by Susan Pulaski will be heard at this time.

RETIREMENT RESOLUTION - SUZI PANKEY

Motion: Motion was made by Larry Sullivan supported by David Howelman to approve the following Resolution:

WHEREAS, Susan Pankey (Suzi) has provided nearly 13 years of service at the Health Department of Northwest Michigan as a Public Health Technician;

WHEREAS, Suzi applied her organizational skills to ensure WIC food benefits were issued to over 1,000 Emmet County WIC participants each year helping to facilitate access to food for pregnant women, infants and children valued at over \$520,000 per year;

WHEREAS, Suzi's commitment to immunizations and attention to detail guaranteed that an adequate number of doses of multiple vaccines, frequently exceeding hundreds of doses, were available in our Emmet clinics each month and that each and every dose could be accounted for through a complex tracking system on a monthly basis;

WHEREAS, Suzi's desire to assist those in need of service extended to our Family Planning and Breast and Cervical Cancer Control Program (BCCCP) where Suzi helped to facilitate access to care to over 325 women a year to Family Planning Services and over 250 women a year to BCCCP services;

WHEREAS, Suzi's true love of working with children came through her ready smile, patient approach, appreciation of their various "sayings", and seasonal clinic decorations;

THEREFORE BE IT RESOLVED, that the Board of Health commends Suzi Pankey for her service and dedication and on behalf of the Department, its employees, and the people it serves, indicates its appreciation and says THANK YOU, and;

BE IT FURTHER RESOLVED that the Board of Health extends best wishes to Suzi Pankey for a long and happy retirement. All yeas. Motion carried.

TOBACCO-FREE PARKS & BEACHES – Pat Fralick introduced Susan Pulaski, Health Coordinator who coordinates the Tobacco Reduction Coalition of Antrim, Charlevoix, Otsego and Emmet counties and Erika VanDam, Family Health Supervisor. Susan Pulaski presented information and statistics on Tobacco-Free Parks & Beaches. She discussed that there is no current Michigan Law on smoking and tobacco use outdoors; but local units of government are free to enact policies restricting tobacco use in outdoor areas. She discussed what types of policies may be enacted to regulate tobacco use in local parks and beaches, there could be a county regulation, city ordinance, policy, or resolution. Enforcement is an issue but can be addressed with community education, prominent and clear signage and staff education work well for enforcing this type of policy. She discussed several benefits which include health benefits to protect non-smokers from second hand smoke exposure, protection of young children from toxic cigarette butts and other tobacco litter, and positive role modeling for youth. The benefits to the environment include reduced tobacco litter, cleaner waterways, protection of marine and wildlife from toxic tobacco litter and reduced risk of fire. She presented a Resolution for the Board of Health to adopt. There was considerable discussion.

Motion: A motion by Richard Sumerix to present the following resolution to the Board for their approval supported by Larry Sullivan.

The Health Department of Northwest Michigan Board of Health supports Tobacco Free Parks and Beaches in an effort to:

- Protect workers and the public from Second Hand Smoke exposure
- Protect young people, pregnant women, older persons, and persons with special health needs from Second Hand Smoke exposure
- Protect young children from dangers associated with tobacco-related litter
- Model healthy behavior for young people
- Protect the natural environment
- Promote clean water
- Align with Pure Michigan campaign promoting tourism
- Reduce fire risk, and
- Reduce maintenance costs

The Board of Health supports voluntary adoption of policies, ordinances, or regulations to the extent available through their local units of government.

Roll Call Vote: Yeas, David Howelman, Larry Sullivan, Les Atchison, Larry Cassidy, Doug Johnson. Nays: Karen Bargo, Ron Reinhardt, Richard Sumerix. Motion carried. The Board authorized Les Atchison, chairperson to sign the Resolution.

STAFF REPORTS

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

- Linda Yaroch, RN, MPH, Health Officer – The Personnel & Finance Committee met prior to the Board of Health meeting and Doug Johnson will report on the items that need approval by the Board.
- Joshua Meyerson, MD, MPH, Medical Director
- Patricia Fralick, RN, MSA, Director of Family & Community Health Services

- Scott Kendzierski, RS, Director of Environmental Health Services – Scott reported on the Well First Protocol for Installation of Residential Drinking Water Wells within areas along the Lake Michigan shoreline, South of Eastport. The basis for the Protocol and Mandatory Procedures were discussed. He asked for the Board's approval to implement.

WEST BRANCH DENTAL CLINIC

Motion: Motion was made by Doug Johnson based on recommendation of the Personnel & Finance Committee to proceed with the development of a new dental clinic facility in West Branch through the Northern Health Foundation to be located on District Health Department No. 2's property and authorizing Les Atchison, chairperson to sign all legal documents following legal counsel review; supported by Richard Sumerix. All yeas. Motion carried.

Motion: Motion was made by Doug Johnson based on recommendation of the Personnel & Finance Committee authorizing Linda Yaroch, Health Officer to enter into a Lease/Purchase Agreement and use of the Dental Clinics North operational budget or Dental Fund Balance as needed for the purchase of dental equipment up to \$250,000 for the new West Branch Dental Clinic; supported by David Howelman. All yeas. Motion carried.

WELL FIRST PROTOCOL FOR INSTALLATION OF RESIDENTIAL DRINKING WATER WELLS WITHIN AREA ALONG THE LAKE MICHIGAN SHORELINE, SOUTH OF EASTPORT, MICHIGAN

Motion: Motion was made by Doug Johnson to approve and Implement the Well First Protocol for the Installation of Residential Drinking Water Wells within areas along the Lake Michigan Shoreline, South of Eastport, Michigan in Antrim County as submitted; supported by David Howelman. All yeas. Motion passed unanimously.

COMMUNITY HEALTH ASSESSMENT AND IMPROVEMENT PLAN

Jane Sundmacher gave an overview on the Community Health Assessment and Improvement Initiative for Alpena, Antrim, Charlevoix, Cheboygan, Emmet, Montmorency, Otsego and Presque Isle counties. She discussed the Improvement Plan for 2013-2015. The committee assessed three priorities which are No. 1 Obesity and Chronic Disease Prevention; Priority No. 2 is Access to Health Care and Priority No. 3 is Substance Abuse. The committee will be having ongoing meetings through out the 2013-2015 on these priorities. Les Atchison commended Jane for a wonderful performance in conducting these assessment meetings.

Finance Committee: Motion was made by David Howelman to approve the May, 2013 bills in the amount of \$482,973.68 and employees expenses of \$25,609.26 supported by Larry Sullivan. Roll Call vote, all yeas. Les Atchison abstained. Motion carried.

Unfinished Business: None.

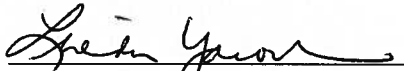
Other Business: Linda Yaroch reported that at the next Board meeting in June, the Employees Compensation Committee would like to meet with the Personnel & Finance Committee to negotiate the 2014 Salary and Fringe Benefits for the employees. The Personnel & Finance Committee will meet at 8:45 AM prior to the June 4th Board meeting.

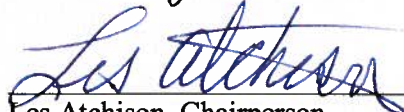
Adjournment:

Tuesday, June 4, 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 May 7, 2013 meeting was adjourned at 11:55 A.M.

Respectfully submitted,


Linda Yaroch, Health Officer


Les Atchison, Chairperson