

**Minutes of the Board of Health Meeting
Health Department of Northwest Michigan
May 2nd, 2017**

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 2, 2017. The meeting was called to order at 10:00 A.M. Chairperson Karen Bargy presiding and Lisa Peacock Health Officer. Six members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Jonathan Scheel, Shirley Roloff, Karen Bargy, Nancy Ferguson, Betsy White, and Julie Powers.

Members absent/excused: Scott Krueger and Duane Switalski.

Staff in attendance: Lisa Peacock, Scott Kendzierski, Erika Van Dam, Natalie Kasiborski, Jane Sundmacher, Mary Briscoe, and Amanda Thompson.

Approval of Minutes: Motion was made by Nancy Ferguson and supported by Julie Powers to approve the minutes of the March 7, 2017 meeting. All yeas. Motion carried.

Public Comment: None.

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, Amanda Thompson, MSN, RN, Director of Family Health, Scott Kendzierski, MS, REHS Environmental Health Services Director, and Natalie Kasiborski, PhD, LMSW, MPH, Director of Community:

- Lisa Peacock, RN, MSN, NP, Health Officer – East Jordan Dental Clinic Resolution presented. Action required. Human Resource Coordinator positions were shared. Action required. Lisa congratulated Dr. Meyerson for receiving the 2017 Jean Chabut Health Policy Champion Award. A local presentation of this award is TBD.
- Erika Van Dam, MPH, CHES, Deputy Health Officer- Shared the implementation plan for the Performance Management System that will be shared with the Board of Health members quarterly.
- Joshua Meyerson, MD, MPH, Medical Director –Shared the April communicable diseases report.
- Jane Sundmacher, M.Ed. Community Health Planner- Shared the Community Health Assessment Implementation and Impact Program.
- Natalie Kasiborski, PhD, LMSW, MPH Director of Community –SNAP-ED activities discussed.
- Amanda Thompson MSN, RN, Director of Family Health- Maternal Child Health Services clients serves was shared as well as statistical information for the MIHP program and WIC Program.
- Scott Kendzierski, MS, REHS, Environmental Health Services Director- Discussed the current Vapor Intrusion issues the Health Departments role in addressing this.

DENTAL CLINIC NORTH; EAST JORDAN FACILITY:

MOTION: Motion was made by Jonathan Scheel to approve the presented Resolution for the East Jordan Dental Facility construction supported by Shirley Roloff. All Yeas. Motion Carried.

HUMAN RESOURCE COORDINATOR POSITIONS:

MOTION: Motion was made by Julie Powers and supported by Jonathan Scheel to add the HR Coordinator I & II Positions to the classification and compensation schedule and recommend they hire a Human Resource Coordinator I or II. All yeas. Motion Carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: Shirley Roloff made a motion that the finance committee met and recommends approval of the March bills in the amount of \$641,667.08 and the March employee expenses of \$23,862.31 and the April bills in the amount of \$757,579.04 and the April employee expenses of \$23,411.23. Supported by Jonathan Scheel. All Yeas. Motion Carried.

JULY BOARD OF HEALTH MEETING:

The July meeting falls on July 4th. The Board chose July 6th at 10am as the alternate date for the July meeting. We will revisit this date at the next Board meeting on June 6th to assure no conflicts in schedules.

Unfinished Business: None.

Other Business: None.

Adjournment:

Tuesday, June 6th, 2016 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 12:03 P.M.

Respectfully submitted,



Lisa Peacock, Health Officer



Karen Bargy, Chairperson