

## **Minutes of the Board of Health Meeting**

### **Health Department of Northwest Michigan November 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 November 4th, 2014. The meeting was called to order at 10:00 A.M. Chairperson, Les Atchison presiding and Linda Yaroch, Health Officer. Six members of the Board of Health were in attendance, establishing a quorum.

**Members in attendance:** Les Atchison, Larry Cassidy, Larry Sullivan, Karen Bargy, Doug Johnson and Ronald Reinhardt.

**Members Excused/Absent:** Richard Sumerix and David Howelman.

**Staff in attendance:** Linda Yaroch, Dr. Josh Meyerson, Bradley Rider, Scott Kendzierski, Patricia Fralick, Tina Lamont and Jane Sundmacher.

**Staff excused/absent:** None.

**Approval of Minutes:** Motion was made by Larry Sullivan to approve the October 7th, 2014 meeting minutes as presented supported by Ronald Reinhardt. All yeas. Motion carried.

**Public Comment:** None.

#### **STAFF REPORTS**

Written reports were distributed with agenda for review prior to the meeting from Linda Yaroch, RN, MPH, Health Officer, Joshua Meyerson, MD, MPH, Medical Director, Patricia Fralick, RN, MBA, Director of Family & Community Health Services and Scott Kendzierski, MS, REHS, Director of Environmental Health Services.

- Linda Yaroch, RN, MPH, Health Officer- The 2014 Final Revised Budget and the 2015 Annual Budget will be presented at the December Board of Health Meeting. Linda explained the challenges in the Adult Health Budget. Some staffing changes have been implemented to assist in managing the budget. A grant update was provided. Also, reported was a successful Robert Wood Foundation Cross Jurisdictional Sharing Team meeting in October. Linda explained that the Health Department has initiated the Incident Command Team as part of the emergency preparedness program in response to Ebola.
- Joshua Meyerson, MD, MPH, Medical Director-reported on his monthly CD report. 1 case of preventable Meningitis was reported.
- Patricia Fralick, RN, MBA, Director of Family & Community Health Services - Nov 15<sup>th</sup> the Health Insurance Marketplace reopens. Pat reported on her staffs responsibility during the enrollment period. This year Pat was pleased to report the electronic health record portion of the influenza clinics made the billing and tracking information more efficient. As of November 1<sup>st</sup> our campuses are tobacco free. We are encouraging our county parks and beaches to do the same. Pat shared that we are the fiduciary for the Home Visiting Grant for Regions 2 & 3.
- Scott Kendzierski, MS, REHS, Director of Environmental Health Services – USEPA is responding to groundwater/soil contamination in Charlevoix. Scott shared the map of the

area and the at risk properties identified as sites that will be addressed. Also discussed was Harbor Spring playground (Sheaground) regarding the potential arsenic exposure. The park is voluntarily closed pending evaluation from MDCH.

**COMMITTEE REPORTS:** None.

**FINANCE COMMITTEE - ACCOUNTS PAYABLE**

**MOTION:** Larry Cassidy reported that the finance committee met and recommends approval of the October, 2014 bills in the amount of \$581,312.32 and employee expenses of \$25,214.56 supported by Larry Sullivan. Roll call vote was taken. All yeas. Motion carried.

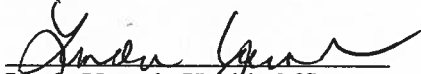
**Unfinished Business:** None.

**Other Business:** None.

**Adjournment:** Tuesday, November 4 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 11:28 AM.

**Respectfully submitted,**

  
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Linda Yaro, Health Officer

  
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Les Atchison, Chairperson