

**Minutes of the Board of Health Meeting  
Health Department of Northwest Michigan  
September 5, 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 September 5, 2017. The meeting was called to order at 10:00 A.M. Vice-Chairperson Nancy Ferguson presiding and Lisa Peacock Health Officer. Seven members of the Board of Health were in attendance, establishing a quorum.

**Members in attendance:** Jonathan Scheel, Shirley Roloff, Nancy Ferguson, Betsy White, Duane Switalski, Julie Powers, Karen Bargy-(Late Attendance)

**Members absent/excused:** Scott Kruger

**Staff in attendance:** Lisa Peacock, Erika Van Dam, Natalie Kasiborski, Mary Briscoe, Jane Sundmacher, Dr. Meyerson, and Patricia Drenth.

**Approval of Minutes:** Motion was made by Shirley Roloff and supported by Betsy White to approve the minutes of the August 1, 2017 meeting. All yeas. Motion carried.

**Public Comment:** None.

Karen Bargy joined meeting at 10:15am

**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, Patricia Drenth, MS, RN, Family Health Supervisor, Jane Sundmacher, M.Ed. Community Health Planner, Natalie Kasiborski, PhD, LMSW, MPH, Director of Community:

- Lisa Peacock, RN, MSN, NP, Health Officer – 2017 Final and 2018 Budgets reviewed by Mary Briscoe, East Jordan Health Center Update, Public Health Alliance Meeting review. MCDC Sublease request resolution
- Erika Van Dam, MPH, CHES, Deputy Health Officer – Introduced Carrie Field, MPH new Public Information Officer for HDNW
- Joshua Meyerson, MD, MPH, Medical Director – Shared Medical and Recreational Marijuana from a Public Health Perspective, August 2017 Communicable Disease report. Shared Child Care Immunization Toolkit
- Jane Sundmacher, M.Ed. Community Health Planner- (*Given by Lisa Peacock*) Update on NMCHIR Evaluation Study Summary
- Patricia Drenth, MS, RN, Family Health Supervisor – Gave update on Immunizations and School/Community Clinics. Highlighted relationships with HDNW nurses and schools
- Natalie Kasiborski, PhD, LMSW, MPH, Director of Community Health – Reviewed SAFE in Northern Michigan, Youth Leadership Course in Atlanta, GA and SAFE initiatives. Discussed BCBS Opiate and Prescription Drug Abuse Prevention Grant and Otsego County Liquor Tax

**2017 FINAL BUDGET:**

Mary Briscoe shared the 2017 Final Budget. **MOTION:** Motion was made by Shirley Roloff, on behalf of the Personnel and Finance Committee, to approve the 2017 Final Budget as presented. Supported by Jonathan Scheel. Roll call. All yeas. Motion Carried.

**2018 INITIAL BUDGET:**

Mary Briscoe shared the initial 2018 Budget. **MOTION:** Motion was made by Shirley Roloff, on behalf of the Personnel and Finance Committee, to approve the 2018 Initial Budget as presented. Supported by Julie Powers. Roll call. All yeas. Motion Carried.

**MY COMMUNITY DENTAL CENTERS RESOLUTION**

**MOTION:** Motion was made by Shirley Roloff on behalf of Personnel and Finance Committee, to approve the resolution to have HDNW to discuss strategic and operational improvements with MCDC related to the Services Contract. Supported by Nancy Ferguson. Roll Call. All Yeas. Motion Carried.

**FINANCE COMMITTEE - ACCOUNTS PAYABLE**

**MOTION:** Shirley Roloff reported that the finance committee met and recommends approval of the August bills in the amount of \$747,698.64 and the August employee expenses of \$33,318.14. Supported by Nancy Ferguson. All yeas. Motion carried.

**Unfinished Business:** None.

**Other Business:** None.

**Adjournment:**

October 3, 2017 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 12:15 P.M.

**Respectfully submitted,**



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Lisa Peacock, Health Officer



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Karen Bargy, Chairperson