

Minutes of the Board of Health Meeting

Health Department of Northwest Michigan September 2, 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 September 2, 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: Karen Bargy, Les Atchison, Larry Cassidy, Larry Sullivan, Doug Johnson and Ronald Reinhardt.

Members Excused/Absent: David Howelman & Richard Sumerix.

Staff in attendance: Linda Yaroch, Dr. Josh Meyerson, Bradley Rider, Scott Kendzierski, Patricia Fralick

Staff excused/absent: Tina Lamont, Jane Sundmacher

Approval of Minutes: Motion was made by Doug Johnson to approve the August 5, 2014 meeting minutes as presented supported by Larry Sullivan. 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.

- Linda Yaroch, RN, MPH, Health Officer
- Joshua Meyerson, MD, MPH, Medical Director-reported there was a bat that tested positive for Rabies.
- Patricia Fralick, RN, MBA, Director of Family & Community Health Services - explained Home visiting grant initiative. Patricia also reported staffing changes. Rebecca Litzner MSW will join the Ironmen Health Center. Cheryl Gunther, Nurse Practitioner, has joined Hornet Health Center. Angela Clark is joining Central Intake and Appointment Scheduling.
- Scott Kendzierski, MS, REHS, Director of Environmental Health Services – reported that he hired an Emergency Preparedness Coordinator. Dennis Halverson has accepted the position and will start on the 22nd. Scott explained the federal changes to the bacterial monitoring and response requirements. He also submitted a copy of a letter requesting a grant for Laboratory equipment.

2014 REVISED ANNUAL BUDGET:

Linda Yaroch and Bradley Rider reviewed the changes to the 2014 Revised Annual Budget. The decrease in the budget was driven by changes in Family Health Division, Adult Health and Dental budgets as stated in the provided memo.

MOTION: Motion was made by Doug Johnson to approve the 2014 Revised Annual Budget; supported by Larry Cassidy. All yeas. Motion carried.

2015 PRELIMINARY ANNUAL BUDGET:

Linda Yaroch and Bradley Rider reviewed the 2015 Preliminary Annual Budget. Linda Yaroch explained some upcoming opportunities as stated in the memo that may impact the presented budget. The budget was presented is balanced. A 2015 final budget will be presented in December 2014.

MOTION: Motion was made by Doug Johnson to approve the 2015 Preliminary Annual Budget; supported by Larry Cassidy. All yeas. Motion carried.

COMMITTEE REPORTS

PERSONNEL & FINANCE COMMITTEE –

Social Worker job descriptions were presented.

MOTION: Motion was made by Doug Johnson to accept on the recommendation the Social Worker job description I is a level 08 and Social Worker Job Description II is a level 09 ; supported by Larry Sullivan. Roll call vote was taken. All Yeas. Motion carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: Larry Sullivan reported that the finance committee met and recommends approval of the August, 2014 bills in the amount of \$534,743.83 and employee expenses of \$20,665.35 supported by Larry Cassidy. Roll call vote was taken. Les Atchison abstained. All yeas. Motion carried.

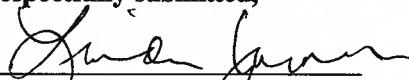
Unfinished Business: None.


Other Business: None.

Adjournment: Tuesday, October 7th 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 11:35 AM.

Respectfully submitted,


Linda Yaroch, Health Officer


Les Atchison, Chairperson