

**Minutes of the Board of Health Meeting
Health Department of Northwest Michigan
September 1, 2015**

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 1, 2015. The meeting was called to order at 10:00 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: Robert Wilson, Karen Bargy, Shirley Roloff, Nancy Ferguson, Les Atchison, Larry Cassidy, Doug Johnson, and Julie Powers-Gehman.

Members absent/excused: None.

Staff in attendance: Linda Yaroch, Joshua Meyerson, Bradley Rider, Jane Sundmacher, and Patricia Fralick.

Approval of Minutes: Motion was made by Julie Powers-Gehman and supported by Nancy Ferguson to approve the minutes of the July 7, 2015 meeting with a correction noted from Larry Cassidy in the Call to Order paragraph for the date to reflect the July BOH meeting date, July 7th. 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, Erika Van Dam MPH, CHES, Director of Community Health, and Bradley Rider, MBA, CFO & Director of Administrative Services.

- Linda Yaroch, RN, MPH, Health Officer – DHD#4 update: John Bruning resigned. Dr. Meyerson is the interim Health Officer. They are looking at cross-jurisdictional options. Jane Sundmacher led the Board through the final 7th module for the Governance in Action training. There was a conference call after to review the program and provide feedback.
- Bradley Rider, MBA, CFO & Director of Administrative Services –reviewed the proposed revised 2015 Annual Budget and the preliminary 2016 Annual Budget.
- Joshua Meyerson, MD, MPH, Medical Director –Reported on the August communicable diseases.
- Patricia Fralick, RN, MBA, Director of Family & Community Health Services- verbal report was given.
- Erika Van Dam, MPH, CHES, Director of Community Health- Report included in packet.

DISTRICT HEALTH DEPARTMENT #4

John Bruning has given his resignation. Dr. Meyerson will act as the interim Health Officer. We'd like to explore a cross-jurisdictional relationship with them. **MOTION:** Karen Bargy made a motion in support of developing a cross-jurisdictional proposal to DHD#4 based on the request of the letter sent by John Bruning in conjunction with the personnel and finance committee. Supported by Nancy Ferguson. All Yeas. Motion carried.

REVISED 2015 ANNUAL BUDGET & PRELIMINARY 2016 ANNUAL BUDGET:

Bradley Rider led the Board through the details of both budgets and answered questions. **MOTION:** Doug Johnson made a motion to approval the revised 2015 Annual Budget and the Preliminary 2016 Annual Budget. Supported by Larry Cassidy. All Yeas. Motion Carried.

RESOLUTION APPROVAL:

“Request a resolution authorizing the Health Department to pursue the development of a plan, realistic budget, and to obtain authorization from Emmet County Board of Commissioners for the tax exempt financing for the completion of the lower level and renovation of existing space occupied by the dental clinic as indicated” **MOTION:** Nancy Ferguson made a motion to authorize Gerry Chase to pursue the plan for renovating the lower level of the space in Emmet occupied by the dental clinic as outlined in the presented resolution. Supported by Larry Cassidy. All Yeas.

ROTARY CHARITIES:

MOTION: Doug Johnson made a motion to approve Les Atchison to sign the application to the Rotary Charities to support the implementation of the Grand Traverse Regional Oral Health Coalition’s 3 year strategic plan. Supported by Larry Cassidy. All Yeas.

FINANCE COMMITTEE - ACCOUNTS PAYABLE

MOTION: Larry Cassidy reported that the finance committee met and recommends approval of the July bills in the amount of \$687,124.61 and employees expenses of \$24,668.69. Supported by Nancy Ferguson. Larry also reported that the finance committee met and recommends approval of the August bills in the amount of \$656,573.55 and employees expense \$36,204.79. Supported by Shirley Roloff; roll call vote. All yeas. Motion carried.

Unfinished Business: None.

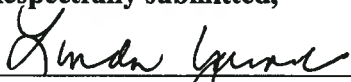
Other Business: None.

Adjournment:

Tuesday, October 6, 2015 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 P.M.

Respectfully submitted,



Linda Yaroch, Health Officer



Les Atchison, Chairperson