Minutes of the Board of Health Meeting  
Health Department of Northwest Michigan  
September 4, 2018

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 4, 2018. The meeting was called to order at 10:01 A.M. Chairperson Karen Bargy presiding and Lisa Peacock Health Officer. Seven members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Melissa Zelenak, Shirley Roloff, Karen Bargy, Nancy Ferguson, Betsy White, Duane Switalski, and Julie Powers.

Members absent/excused: Jonathan Scheel.

Staff in attendance: Lisa Peacock, Scott Kendzierski, Erika Van Dam, Natalie Kasiborski, Mary Briscoe, Amanda Thompson, Dr. Meyerson, Carrie Field, and Tina Lamont.

Approval of Minutes: Motion was made by Duane Switalksi and supported by Nancy Ferguson to approve the minutes of the August 7th, 2018 meeting. All yees. 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. RN, MBA, Director of Family Health, Scott Kendzierski, MS, REHS Environmental Health Services Director, and Natalie Kasiborski, PhD, LMSW, MPH, Director of Community, Tina Lamont, RN, Director of Home Care & Aging Services, and Jane Sundmacher, M.Ed. Regional Planning Director:


- Erika Van Dam, MPH, CHES, Deputy Health Officer—Our Health Department Northwest Michigan Services Guide draft was distributed for discussion. Suggested adding the website to the guide. Also, suggested to add a “tag line” to be sure to call for more information. Add dates, a couple picture changes, font and color changes suggested. Currently the website is being reviewed. Another draft will be presented to the next meeting for more discussion. Carrie Field shared the Community Health needs assessment, MiThrive. Discussion on gathering input via Chamber events, facebook, friendship centers, and social media etc.

- Joshua Meyerson, MD, MPH, Medical Director—August Communicable Disease report shared. HBV Vaccine flier handed out. PFAS (Perfluorokly and Polyfluoroalkyl Substances) Contamination report shared. Effects of drinking water discussed.

- Jane Sundmacher, M.Ed. Regional Planning Director—Agency Strategic Report update was shared in the packet.
- Amanda Thompson, RN, MBA, Director of Family Health- Immunizations updated given. HPV discussion.
- Scott Kendzierski, MS, REHS, Environmental Health Services Director- Verbal report given regarding the Environmental Health Collaboration in the works. Health endowment grant updated given. Pilot program shared on training public on food handling for such events as funerals, reunions, fundraisers, and other places food is prepared and not licensed.
- Tina Lamont, RN, Director of Home Care & Aging Services- Opioid Take Back Update given. Nancy Ferguson shared some drop off information. Julie Powers discussed some venues. The full Board supports her pursuing this project.
- Natalie Kasiborski, PhD, LMSW, MPH, Director of Community Health- School Wellness Programs updates given.

FINANCE COMMITTEE / ACCOUNTS PAYABLE
MOTION: Shirley Roloff reported that the finance committee met and recommends approval of the August bills in the amount of $906,114.43 and recommends approval of the August employee expenses of supported by $27,047.26. Supported by Betsy White. All yeas. Motion carried.

PERSONNEL & FINANCE COMMITTEE AM MEETING: The Committee met this morning and discussed requests by the Employee Personnel and Compensation Committee. They hope to come to the full Board with recommendations next meeting.

Unfinished Business: None.

Other Business: Melissa Zelenak reported Antrim County is starting a Drug Abuse Awareness Committee. It will be held in Bellaire. It is in the early stages but she will report back.

Adjournment:
Tuesday, October 2nd 2018 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 12:28 P.M.

Respectfully submitted,

Lisa Peacock, Health Officer

Karen Ferguson, Chairperson