

**Minutes of the Special Board of Health Meeting
Health Department of Northwest Michigan
May 9th, 2018**

Call to order: A special meeting of the Board of Health was held in the Conference Room at the Health Department in Charlevoix, Michigan on May 9th, 2018. The meeting was called to order at 10:00 A.M. Chairperson Karen Bargy presiding and Lisa Peacock Health Officer. Five members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Jonathan Scheel, Julie Powers, Karen Bargy, Betsy White, and Melissa Zelenak.

Members absent/excused: Shirley Roloff, Duane Switalski, and Nancy Ferguson

Staff in attendance: Lisa Peacock, Erika Van Dam, Amanda Thompson, Natalie Kasiborski, Mary Briscoe, Tina Lamont and Jane Sundmacher.

Public Comment: None

WHEREAS,

- A. On July 1, 2018 the Health Department will assume responsibility for the operation of multiple dental clinics in the region, which provide important dental services to a vulnerable population;
- B. Dental Clinics North (DCN) is to begin operation of those clinics on behalf of the Health Department, commencing on July 1;
- C. DCN has experienced delays in arranging its organizational structure such that DCN's ability to provide timely and efficient services beginning on the July 1 deadline is in jeopardy;
- D. Rehmann, a business consulting and financial services firm, has experience in assisting dental offices in organizational matters. DCN has requested that Rehmann assist DCN, as a consultant, so that it can become fully operational by July 1;
- E. The close working relationship between DCN and the Health Department also requires that Rehmann provide consulting work to the Health Department regarding the Health Department's working relationship with DCN. These consulting services to the Health Department relate primarily to IT transition, general ledger entries and reporting and various other matters related to DCN, such as background checks as an example;
- F. Stephen Peacock, CPA, is a Principal with Rehmann and is located in the Traverse City office. Although Rehmann has a separate project manager to assist DCN, Mr. Peacock will be coordinating the consulting services, which Rehmann will be providing to DCN and the Health Department;
- G. Stephen Peacock is the husband of Lisa Peacock. Lisa Peacock is the Health Officer of the Health Department;

H. Legal Counsel for the Health Department has stated that all of these facts must be presented to the Board of Health in an Open Meeting so that the Board of Health can discuss these matters and take appropriate action consistent with Michigan law; and

I. Because time is of the essence, DCN intends to engage Rehmann as its consultant and it is more efficient and cost effective to use the same consultant as DCN, the Board of Health has determined that Rehmann should be used as a consultant to the Health Department in this matter instead of exploring other options.

ACCORDINGLY, IT IS MOVED by Melissa Zelenak and SECONDED by Jonathan Scheel as follows:

1. The disclosure of these facts is acknowledged and appreciated by the Board of Health, which always wants the Health Department and its employees to comply with the highest ethical standards;
2. The Board of Health acknowledges that DCN is a separate legal entity;
3. The Board of Health waives any conflict of interest regarding the use of Rehmann as a consultant to the Health Department for the purposes described above; and
4. The Board of Health authorizes Health Department staff, including its Health Officer, to work cooperatively with DCN and Rehmann so that DCN will be able to efficiently and effectively provide the dental and related services in a timely manner.
5. Since HDNW anticipates transition period for DCN to become fully operational will be approximately 1 year, HDNW reserves the right to explore all future options to preserve best practices and will engage in ongoing assessment of conflict of interest.

All Yeas. Motion Carried.

Unfinished Business: None.

Other Business: None


Adjournment:

June 5, 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 10:34 AM.

Respectfully submitted,


Lisa Peacock, Health Officer


Karen Bargy, Chairperson

**Minutes of the Special Board of Health Meeting
Health Department of Northwest Michigan
May 29th, 2018**

Call to order: A special meeting of the Board of Health was held in the Conference Room at the Health Department in Charlevoix, Michigan on May 29th, 2018. The meeting was called to order at 9:00 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: Jonathan Scheel, Karen Bargy, Betsy White, Melissa Zelenak, Shirley Roloff, Duane Switalski, and Nancy Ferguson.

Members absent/excused: Julie Powers

Staff in attendance: Lisa Peacock, Erika Van Dam, Amanda Thompson, Mary Briscoe, and Tina Lamont.

Public Comment: None

REQUEST APPROVAL/SIGN MCDC/HDNW TRANSITION AGREEMENT

MOTION: Nancy Ferguson made a motion to accept the MCDC/HDNW Transition agreement as presented; supported by Shirley Roloff. All Yeas. Motion Carried.

Unfinished Business: None.

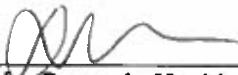
Other Business: None

Adjournment:

June 5, 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 9:34 AM.

Respectfully submitted,



Lisa Peacock, Health Officer



Karen Bargy, Chairperson