

**Minutes of the Regular Board of Health Meeting  
Health Department of Northwest Michigan  
10:00 a.m. April 4, 2023**

**Call to order:** A regular meeting of the Board of Health was held at the Shirley Roloff Center in Charlevoix on April 4, 2023. The meeting was called to order at 10:00 a.m. by Commissioner Hankins, Chairperson. Eight (8) members of the Board of Health were in attendance, establishing a quorum.

**Members in attendance, roll call:** Commissioners Scott Hankins, Josh Chamberlain, Dawn LaVanway, Jarris Rubingh, Rich Ginop, Don Mapes, Jonathan Turnbull, and Henry Mason

**Members absent/excused:** None

**Staff in attendance:** Dan Thorell, Holly Campbell, Amanda Thompson, Melissa Hahn, Jeremy Fruk, Janenne Pung, Dr. Joshua Meyerson, Andrea Pierce, Tim Hella, Nicole Spires, Kris Lifer, Chris Lacroix and Melanie Bosman

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF THE MARCH 7, 2023 BOARD OF HEALTH MEETING MINUTES:**

**MOTION:** Commissioner Rubingh made a motion to correct an error under the Finance Committee-Accounts Payable / February 2023 bills to read \$682,030.58 and to approve the meeting minutes as amended. Supported by Commissioner Ginop. Roll call. All ayes. Motion carried.

**APPROVAL OF AGENDA:**

**MOTION:** Commissioner LaVanway made a motion to approve the agenda as presented. Supported by Commissioner Rubingh. Voice vote. All ayes. Motion carried.

**PUBLIC COMMENT:** Public comment was heard.

**PRESENTATION OF THE 2022 FINANCIAL AUDIT REPORT: DENNIS, GARTLAND & NIERGARTH**

Trina Ochs, CPA and Krin Perreault, Audit Senior Manager from Dennis, Gartland & Niergarth presented the 2022 Audit Report, providing an overview of the Agency's financial status. No difficulties were encountered in performing the audit. Graphs depicting the Government Fund Equity; Revenue and Expenditure Trends were discussed; Actual Revenues and Expenditures were discussed. Report on file. They thanked staff for their assistance in preparing the audit.

**REIMBURSEMENT COORDINATOR POSITION RECLASSIFICATION:**

**MOTION:** Commissioner LaVanway made a motion to change the reimbursement coordinator position from a salary classification level 9 to a level 8 per the Health Department of Northwest Michigan's Salary Classification Schedule, effective immediately. Supported by Commissioner Ginop. Roll call. All ayes. Motion carried.

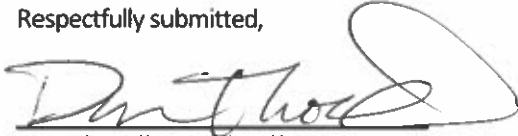
- Commissioner Hankins expressed his appreciation and thanked everyone for acting in a respectful civil manner when expressing their views.
- Commissioner LaVanway had nothing to share.

**UNFINISHED BUSINESS:** None

**ADJOURNMENT**

Commissioner Hankins adjourned the meeting at 2:24 p.m. Supported by Commissioner Rubingh. Voice vote. All ayes. Motion carried. Tuesday, May 2, at 10 a.m. was the fixed date and time for the next regular meeting of the Board of Health.

Respectfully submitted,



Dan Thorell, Health Officer  
May 2, 2023

  
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Scott Hankins, Chairperson