

**Minutes of the Regular Board of Health Meeting
Health Department of Northwest Michigan
October 4th, 2022, at 4:30 p.m.**

Call to order: A regular meeting of the Board of Health was held at the Roloff Center on October 4th, 2022. The meeting was called to order at 4:32 p.m. by Scott Hankins, Chairperson. Seven (7) members of the Board of Health were in attendance, establishing a quorum.

Members in attendance, roll call: Chairperson Scott Hankins, Jarris Rubingh, Christian Marcus, Charlie MacInnis, Rob Pallarito, Matt Koontz, and Henry Mason.

Members absent/excused: Shirley Roloff.

Staff in attendance: Dan Thorell, Shannon Klonowski, Jeremy Fruk, Andrea Pierce, Janenne Pung, Amanda Thompson, Dr. Joshua Meyerson, Melissa Hahn, Jennifer Kenney, Kris Lifer, Jen Volmer, Jane Sundmacher, and Ryan Millstead.

APPROVAL OF THE SEPTEMBER 6th, BOARD OF HEALTH MEETING MINUTES:

MOTION: Rob Pallarito made a motion to approve the September 6th, meeting minutes. Supported by Charlie MacInnis. All yeas. Motion carried.

APPROVAL OF AGENDA:

MOTION: Charlie MacInnis made a motion to amend the agenda to move item eleven (11), public comment, above item nine (9), before closed session. Supported by Jarris Rubingh. All yeas. Motion carried.

PUBLIC COMMENT: Public comment was heard.

REQUEST FOR PROPOSAL FOR LEGAL COUNSEL

MOTION: Charlie MacInnis made a motion to retain Plunkett and Cooney as legal counsel. Supported by Rob Pallarito. Roll call. Six (6) yeas, Jarris Rubingh, Christian Marcus, Chairperson Scott Hankins, Charlie MacInnis, Rob Pallarito, Henry Mason. One (1) no, Matt Koontz. Motion carried.

MERS PRIMARY CONTACT CHANGE:

MOTION: Scott Hankins made a motion to add Shannon Klonowski, CAFO, as the MERS primary contact, and add Dan Thorell, Health Officer, and Holly Campbell, Deputy Health Officer, as additional contacts. Supported by Jarris Rubingh. Roll call. All yeas. Motion carried.

STAFF REPORTS:

- Dan Thorell, M.S., R.S. Interim Health Officer – “Staff Highlights” Jen Vollmer- Community Connections program. Michigan Public Local Public Health Accreditation Program shared. Annual All Staff meeting. (Action required)

Written reports submitted by:

- Holly Campbell, MPH, RN, Deputy Health Officer – Dental Clinics North update shared.
- Joshua Meyerson, MD, MPH, Medical Director - September communicable disease report shared.
- Kathleen Jakinovich, MPH, Director of Community Health Services – SNAP-Ed in Northwest Michigan shared.
- Amanda Thompson, MSN, RN, Director of Family Health & Melissa Hahn, MPH, BA, RN, Interim Director of Family Health - Report submitted on immunizations.

- Jeremy Fruk, MSA, REHS, Director of Environmental Health Services - Time-of-transfer evaluation update shared.
- Jane Sundmacher, M.ED., Regional Planning Director Northern Michigan CHIR update shared.

ANNUAL ALL STAFF MEETING:

MOTION: Charlie MacInnis made a motion to authorize offices closures for December 1st, 2022, for an all staff training and development day. Supported by Matt Koontz. All yeas. Motion carried.

PUBLIC COMMENT: Public comment was heard.

CLOSED SESSION PURSUANT TO MCL 15.268 (h); INTERIM HEALTH OFFICER PERFORMANCE APPRAISAL:

Entered in to closed session at 5:53 p.m. Resumed open session at 6:52 p.m.

HEALTH OFFICER POSITION:

MOTION: Charlie MacInnis made a motion that the Board of Health hire Dan Thorell as the Health Officer for the Health Department of Northwest Michigan and to authorize the Board of Health Chairperson to engage in negotiations on the terms of the contract with the Health Officer and our new civil counsel. Supported by Christian Marcus. Roll call. All yeas. Motion carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE:

MOTION: Rob Pallarito made a motion that the finance committee met and recommends approval of the September bills in the amount of \$951,869.89 and the September employee expenses of 29,767.62. Supported by Henry Mason. Roll call. All yeas. Motion carried.

PROGRAM AND EVALUATION COMMITTEE:

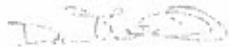
COMMISSIONER UPDATE: Opioid updated shared by Jarris Rubingh.

UNFINISHED BUSINESS: None.

ADJOURNMENT

Motion to adjourn made by Charlie MacInnis, supported by Rob Pallarito. All yeas. Motion carried. Tuesday, November 1st at 4:30 p.m. was the fixed date and time for the next regular meeting of the Board of Health at the Roloff Center. Meeting adjourned at 7:08 p.m.

Respectfully submitted,



Dan Thorell, Interim Health Officer



tt Hankins, Chairperson

10/4 2022