

**Minutes of the Regular Board of Health Meeting
Health Department of Northwest Michigan
November 1, 2022, at 4:30 p.m.**

Call to order: A regular meeting of the Board of Health was held at the Roloff Center on November 1, 2022. The meeting was called to order at 4:32 p.m. by Scott Hankins, Chairperson. Eight (8) 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, Shirley Roloff, and Henry Mason

Members absent/excused: None

Staff in attendance: Dan Thorell, Holly Campbell, Shannon Klonowski, Jeremy Fruk, Andrea Pierce, Janenne Pung, Amanda Thompson, Dr. Joshua Meyerson, Melissa Hahn, Jennifer Kenney, Carrie Miller, Tim Hella, Melissa Hahn, Jane Sundmacher, and Chris Lacroix

APPROVAL OF THE OCTOBER 4 BOARD OF HEALTH MEETING MINUTES:

MOTION: Jarris Rubingh made a motion to approve the October 4, 2022 minutes as amended, correcting the financial numbers. Supported by Charlie MacInnis. Roll call. All yeas. Motion carried.

APPROVAL OF AGENDA:

MOTION: Rob Pallarito made a motion to approve the agenda as presented. Supported by Jarris Rubingh. Roll call. All yeas. Motion carried.

PUBLIC COMMENT: Public comment was heard.

PURCHASING POLICY:

Charlie MacInnis reported that the Personnel and Finance Committee met prior to the full Board meeting to review the Purchasing Policy as presented. The committee recommended taking this policy to the full Board of Health for review and approval.

MOTION: Jarris Rubingh made a motion that the board accept the updated Purchasing Policy as presented. Supported by Henry Mason. Roll call. All yeas. Motion carried.

SANITARY BOARD DECISION NOTIFICATION:

Board of appeals discussion on variances and properties. The sanitary board would like to see additional information attached to the deed. Sanitary code discussed. Our attorney can help prepare an affidavit to attach with the deed for the property. All four (4) counties are under the same sanitary code. There would have to be a fee attached. Jeremy Fruk will follow up with the Board of Health during the December meeting on how this is moving forward.

STAFF REPORTS:

- Dan Thorell, M.S., R.S. Interim Health Officer – “Staff Highlights” Carrie Miller, NP- Child and Adolescent Health Centers update given. Dan Thorell gave an update on the EGLE budget.

Written reports submitted by:

- Holly Campbell, MPH, RN, Deputy Health Officer – Medicaid Outreach information shared.
- Joshua Meyerson, MD, MPH, Medical Director – October communicable disease report shared. Tobacco use data shared.
- Kathleen Jakinovich, MPH, Director of Community Health Services – Child and Adolescent information shared.

- Amanda Thompson, MSN, RN, Director of Family Health & Melissa Hahn, MPH, BA, RN, Interim Director of Family Health – Healthy Futures newborn home visits submitted.
- Jeremy Fruk, MSA, REHS, Director of Environmental Health Services – Land use program permits and evaluation from 2019 to present reviewed.
- Jane Sundmacher, M.ED., Regional Planning Director – Northern Michigan CHIR update shared.

PUBLIC COMMENT: Public comment was heard.

FINANCE COMMITTEE - ACCOUNTS PAYABLE:

MOTION: Charlie MacInnis made a motion that the finance committee met and recommends approval of the October bills in the amount of \$735,075.81 and the September employee expenses of \$24,413.29. Supported by Henry Mason. Roll call. All yeas. Motion carried.

PERSONNEL AND FINANCE COMMITTEE:

Met prior to this meeting and presented the updated purchasing policy.

COMMISSIONER UPDATE: Jarris Rubingh discussed property transfer situation he was aware of and asked for clarification. Opioid update given. Henry Mason discussed concerns with sugar intake. Rob Pallarito thanked the staff for inviting him and attending the Gaylord Area Chamber breakfast with him.

UNFINISHED BUSINESS: None.

ADJOURNMENT

Motion to adjourn made by Charlie MacInnis, supported by Scott Hankins. All yeas. Motion carried. Tuesday, December 6 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 6:16 p.m.

Respectfully submitted,



Dan Thorell, Interim Health Officer
11/1/2022


Scott Hankins, Chairperson