

**Minutes of the Regular Board of Health Meeting  
Health Department of Northwest Michigan  
10:00 a.m. August 1, 2023**

**Call to order:** A regular meeting of the Board of Health was held at the Shirley Roloff Center in Charlevoix on August 1, 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, Shannon Klonowski, Melissa Hahn, Jeremy Fruk, Janenne Pung, Dr. Joshua Meyerson, Tim Hella, Kathleen Jakinovich, Chris Lacroix, and Melanie Bosman

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**AGENDA**

**MOTION:** Commissioner Rubingh made a motion to add "Commissioner Updates, limited to three (3) minutes per commissioner" under item number XIII to the agenda. Seconded by Commissioner Turnbull. Roll Call. Seven (7) ayes: Commissioners Hankins, Mapes, Mason, Chamberlain, Rubingh, Ginop, and Turnbull. One (1) no: Commissioner LaVanway. Motion carried.

**APPROVAL OF THE JUNE 6, 2023, BOARD OF HEALTH MEETING MINUTES:**

**MOTION:** Commissioner LaVanway made a motion to approve the May 2 meeting minutes. Seconded by Commissioner Rubingh. Roll call. All ayes. Motion carried.

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

**STAFF REPORTS:**

Dan Thorell, M.S., R.S., Health Officer – Oral and written reports were shared, including Workforce Development Summary, Health Officer Highlights from June and July.

Written reports submitted by:

- Joshua Meyerson, MD, MPH, Medical Director – Summer 2023 Provider Update.
- Kathleen Jakinovich, MPH, Director of Community Health – Submitted a report on SAFE in Northern Michigan.
- Melissa Hahn, MPH, BA, RN, Director of Family Health – Submitted a report on Healthy Families Northern Michigan (HFNM).
- Jeremy Fruk, M.S.A., R.E.H.S., Director of Environmental Health – Submitted a report on 2023 Beach Monitoring.
- Jane Sundmacher, M.Ed., Regional Planning Director – Submitted a report on Northern Michigan Community Health Innovation Region (CHIR).

**PERSONNEL & FINANCE COMMITTEE:**

**ACCOUNTS PAYABLE:**

**MOTION:** Commissioner LaVanway made a motion that the finance committee met and recommend approval of the June 2023 bills in the amount of \$631,058.94 and the June 2023 employee expenses of \$23,947.81. Supported by Commissioner Ginop. Roll call. All ayes. Motion carried.

**MOTION:** Commissioner LaVanway made a motion that the finance committee met and recommend approval of July 2023 bills in the amount of \$568,173.58 and July 2023 employee expenses of \$28,525.44. Supported by Commissioner Hankins. Roll call. All ayes. Motion carried.

**AMENDED FY23 BUDGET**

**MOTION:** Commissioner LaVanway made a motion that the fiscal year 2023 budget amendment in the amount of \$34,054,383.00 be accepted and approved by the Board of Health. Supported by Commissioner Ginop. Roll Call. All ayes. Motion carried.

**PROGRAM & EVALUATION COMMITTEE:**

**HEALTH DEPARTMENT GRANT REVIEW POLICY**

**MOTION:** Commissioner Rubingh made a motion to approve the Health Department Policy and Procedure for Grant Renewal as amended in the amendments presented by Commissioner Rubingh (amendment made on a typed and printed sheet of paper prepared by Commissioner Rubingh and shared with the Board of Health Members and Dan Thorell during the same meeting). Supported by Commissioner Mason. Roll call. Four (4) ayes: Commissioners Ginop, Mason, Rubingh, and Turnbull. Four (4) no: Commissioners Chamberlain, Hankins, LaVanway, and Mapes. Motion failed.

**MOTION:** Commissioner Hankins made a motion to approve the Grant Review Policy and Procedure that is dated July 9, 2023, included in the Board of Health Packet. Supported by Commissioner Mapes. Four (4) ayes: Commissioners Hankins, LaVanway, Chamberlain, and Mapes. Four (4) no: Commissioners Rubingh, Ginop, Mason, and Turnbull. Motion failed.

**CHARLEVOIX COUNTY COMMUNITY FOUNDATION UNMET NEEDS GRANT FOR SNAP POSTCARDS**

**MOTION:** Commissioner Chamberlain made a motion to approve the Charlevoix County Community Foundation Needs Grant Application. Supported by Commissioner Mapes. Six (6) ayes: Commissioners LaVanway, Chamberlain, Hankins, Mapes, Ginop, and Turnbull. Two (2) no: Commissioners Mason and Rubingh. Motion carried.

**UNFINISHED BUSINESS:**

Addressed during committee reports.

**NEW BUSINESS**

**RESOLUTION OPPOSING STATEWIDE SANITARY CODE BILLS**

**MOTION:** Commissioner Turnbull made a motion to approve the Resolution entitled Opposing Statewide Sanitary Code Bills. Supported by Commissioner Rubingh. Roll call. All ayes. Motion Carried.

**INTERGOVERNMENTAL AGREEMENT WITH TORCH LAKE TOWNSHIP REGARDING SEPTIC INSPECTION TIME OF TRANSFER ORDINANCE**

**MOTION:** Commissioner LaVanway made a motion to approve the Intergovernmental Agreement for Administration of the Torch Lake Township Septic Inspection and Property Transfer Ordinance. Supported by Commissioner Mason. Roll call. All ayes. Motion carried.

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

**COMMISSIONER UPDATE:**

Commissioner Rubingh shared that he spoke with a lady from Antrim County who works with people struggling with addiction and she feels that addicted people put their addictions in front of God, breaking one of the 10 Commandments. Commissioner Rubingh commented that our culture continues to decline due to our lack of regard for the 10 Commandments.

Commissioner Ginop expressed his appreciation for the professionalism of the employees at the Health Department and he said he enjoys working together.

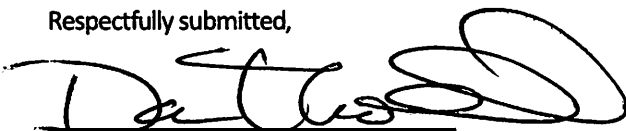
Commissioner Mason supports the motion that that Commissioner Rubingh made in regard to amending the Grant Policy and said that the amendments made are short and easy to understand.

Commissioner Turnbull said he became a commissioner to help support the 10 Commandments and to help those less fortunate.

**ADJOURNMENT**

Motion to adjourn made by Commissioner Mapes. Supported by Commissioner Ginop. Voice vote. All ayes. Motion carried. 10:00 a.m. Tuesday, September 5, 2023, was the fixed date and time for the next regular meeting of the Board of Health. Meeting adjourned at 1:01 p.m.

Respectfully submitted,



Dan Thorell, Health Officer  
September 5, 2023



Scott Hankins, Chairperson