

**PUBLIC NOTICE**

**HEALTH DEPARTMENT OF NORTHWEST MICHIGAN  
SPECIAL BOARD OF HEALTH MEETING**

**Meeting will be held at:**

**10:00 a.m. Monday, May 15, 2023**

Charlevoix County Shirley Roloff Center  
13513 Division Street, Charlevoix, MI 49720  
(231) 547-7663

ZOOM OPTION AVAILABLE

**Safety Capacity**

In person attendance will be limited to allow for spacing and following the Charlevoix County Shirley Roloff Center capacity limits as established by the Fire Marshall. Attendees are reminded they can also view the meeting via zoom with the link provided. Public comment will not be allowed via zoom.

**Submission of comments on agenda items**

Public comment is welcomed by the Board of Health. Members of the public attending in person may address the Board of Health during “Public Comment” on any agenda item. Any member of the public speaking under the privilege of “Public Comment” may speak no longer than three (3) minutes.

The public is requested – but is not required – to fill out a “Public Comment Card” to address the Board of Health on any agenda item before the Board of Health acts on the item. The Public Comment Card is accessible by clicking this link: [PUBLIC COMMENT CARD](#). NOTE: Public comments submitted via public comment card will be reviewed but not read at the meeting.

The Board of Health will also accept public comments by contacting Board of Health members directly via phone or email with contact information available at [www.nwhealth.org](http://www.nwhealth.org).

**Meeting Accessibility**

Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in the Board of Health meeting, may request assistance by calling (231) 547-7663 or by emailing [m.bosman@nwhealth.org](mailto:m.bosman@nwhealth.org). Requests should be made by Saturday, May 13, 2023.

The availability of Public Comment is recognized by Robert's Rules of Order and the Michigan Open Meetings Act to provide for orderly comment from the public. Public comments are welcome and are important to the Board of Health. To that end, the following information is provided:

1. Speakers are encouraged to use the podium and microphone so that Board members can clearly hear their message.
2. Before beginning, a speaker should clearly state their name.

3. The Chairperson may implement a sign-up sheet for public comment at any time during a meeting if it becomes necessary to better organize a large public turnout.
4. There is a three (3) minute time limit for each speaker. Timing will begin after a speaker's name is established. Upon notification that thirty (30) seconds remain, speakers must make every effort to conclude their comments within this timeframe.
5. Upon the oral request of a member of the public ("donor") who is present at a public meeting and who wishes to donate his or her speaking slot to another member of the public ("speaker"), and with the permission of the Chairperson which shall not be unreasonably withheld, a speaker may comment for up to six (6) minutes, equivalent to two (2) public speaking slots.
6. Public comment shall be addressed to the Chairperson, not to Health Department staff or individual Board of Health members.
7. Speakers should be germane, courteous, and respectful during their speaking time; strongly worded advocacy, however, is to be expected, and shall not by itself be considered discourteous or disrespectful by the Board of Health.
8. If a speaker desires to provide materials to Board members during the meeting, the speaker or a designee will give the materials to the Board's secretary for distribution.
9. The Chairperson has the discretion to permit members of the public to speak at times other than those times reserved for public comment.
10. These Public Comment Rules will be incorporated with the posted agenda for each public meeting of the Board of Health so that they are readily available to each person who desires to speak at the meeting. The Board of Health expects that each person desiring to speak at the meeting will have read and will comply with these rules.



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## AGENDA

### BOARD OF HEALTH SPECIAL MEETING

10:00 a.m. Monday, May 15, 2023

Meeting will be held at the Charlevoix County Shirley Roloff Center  
13513 Division St., Charlevoix, MI 49720

For more information, please call (231) 547-7663

#### ZOOM OPTION

Please click this URL to join.

<https://us06web.zoom.us/j/82189961506?pwd=dUdWSXJTRWZxbTgySVY0NDZGTWFyQT09>

Passcode: 192794

Or dial: 1 929 205 6099

Webinar ID: 821 8996 1506

Passcode: 192794

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|-------|--|----------------------|
| I.    | Call to Order  | Commissioner Hankins |
| II.   | Pledge of Allegiance                                     | Commissioner Hankins |
| III.  | Invocation   | Commissioner Hankins |
| IV.   | Roll Call  | Commissioner Hankins |
| V.    | Review/Approval of the Agenda                            | Commissioner Hankins |
| VI.   | Public Comment   |                      |
| VII.  | Committee Reports  |                      |
|       | a. Personnel & Finance Committee                         |                      |
|       | 1. Accounts Payable for April & May 2023 (action needed) |                      |
| VIII. | Public Comment   |                      |
| IX.   | Adjournment  |                      |

## **FINANCE COMMITTEE – ACCOUNTS PAYABLE**

### **MAY SPECIAL MEETING: 2023**

**MOTION:** I make a motion that based on the finance committees meeting, the board approve the APRIL 2023 bills, in the amount of \$589,097.32 and the APRIL 2023 employee expenses of \$11,111.58.

**MOTION:** I make a motion that based on the finance committees meeting, the board approve the MAY 2023 bills, in the amount of \$777,871.91 and the MAY 2023 employee expenses of \$31,516.72.