

**Minutes of the Board of Health
Health Department of Northwest Michigan
March 31, 2011**

Call to order: A regular meeting of the Board of Health was held in the Conference Room at the Health Department in Charlevoix, Michigan on March 31, 2011. The meeting was called to order at 10:00 A.M. Chairperson, Jack Jones presiding and Gerald Chase, Health Officer. Five members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Dave Howelman, Jack Jones, Robert Drebenstedt, Doug Johnson, Richard Sumerix.

Members Absent/Excused: Karen Bargy, Shirlene Tripp

Les Atchison arrived at the meeting at 10:30 AM.

Staff in attendance: Gerald Chase, Linda Yaroch, Dr. Josh Meyerson, Christie Vogelheim, Patricia Fralick, Lynda Bockstahler, Carol Paxton, Scott Kendzierski, Jane Sundmacher

Guests in attendance: Jim Butler, National Association of Local Boards of Health

Approval of Minutes: Motion was made by Doug Johnson and supported by Robert Drebenstedt to approve the minutes of the March 1, 2011 meeting as submitted. All yeas. Motion carried.

Public comment: None.

STAFF REPORTS

Written reports were distributed with agenda for review prior to the meeting from some of the following staff:

- Gerald Chase, MPH, Health Officer
- Linda Yaroch, RN, MPH, Deputy Health Officer
- Joshua Meyerson, MD, MPH, Medical Director
- Lynda Bockstahler, RN, Director of Home Care & Aging Services
- Carol Paxton, RN, MSN, Director of Public Health Emergency Preparedness
- Patricia Fralick, RN, MBA, Director of Family and Community Health Services
- Scott Kendzierski, MS, REHS, Director of Environmental Health Services

Scott Kendzierski gave an overview of the Environmental Health Division 2010 Workplan Status and 2011 Workplan.

Motions from Staff Reports:

Electronic Health Record System (HER) Implementation

Motion: Robert Drebenstedt made a motion to approve the implementation of the electronic health record system and to modify the agency's current budget to reflect the additional funding plan as submitted; supported by Dave Howelman. All yeas. Motion carried.

Employees Health Savings Plan

Motion: A motion by Doug Johnson to approve the contribution as defined with \$50.00 per month contributed by the agency for all participants with the mandatory employee deduction based on a percentage of wages according to years of service; supported by Richard Summerix. All yeas. Motion carried.

2010 PRIORITY WORKPLAN STATUS REPORT AND 2011 PRIORITY WORK PLAN

Motion: A motion by Les Atchison to accept and adopt the 2010 Priority Workplan Status Report for each Division and the 2011 Priority Workplan as presented; supported by Robert Drebenstedt. All yeas. Motion carried.

Committee Reports:

Finance Committee

Motion: Motion was made by David Howelman to approve the March bills in the amount of \$432,184.28 and employees expenses of \$19,154.14; supported by Robert Drebenstedt. Motion carried.

PRESENTATION - NATIONAL ASSOCIATION OF LOCAL BOARDS OF HEALTH BY JIM BUTLER

Gerry introduced Jim Butler from the National Association of Local Boards of Health. He gave a presentation and training to the Board on "The Guide to Community Preventive Services". Each Board member completed a pre and post presentation evaluation. The presentation was to make them aware of evidence-based public data and how to see that it fits into the bigger picture of responsible and prudent program planning for public health.

Unfinished Business:

Program & Evaluation Committee's next committee meeting will be immediately after the next Board of Health meeting in May to conduct interviews for the position of Health Officer.

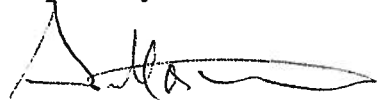
Other Business: None.

Adjournment:

There will be no April Board of Health Meeting.

Tuesday, May 3, 2011 at 10:00 A.M. in the Conference Room of the Health Department, Charlevoix, Michigan was fixed as the time and place of the next regular meeting of the Board of Health and the March 31, 2011 meeting was adjourned at 12:00 P.M.

Respectfully submitted:



Gerald M. Chase, Health Officer

Jack Jones, Chairperson