

**Minutes of the Board of Health
Health Department of Northwest Michigan
May 3, 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 May 3, 2011. The meeting was called to order at 10:00 A.M. Chairperson, Jack Jones presiding and Gerald Chase, Health Officer. Eight members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Dave Howelman, Karen Bargy, Les Atchison, Jack Jones, Robert Drebenstedt, Shirlene Tripp, Doug Johnson, Richard Sumerix.

Staff in attendance: Gerald Chase, Linda Yaroch, Dr. Josh Meyerson, Christie Vogelheim, Scott Kendzierski, Jane Sundmacher

Staff absent/excused: Carol Paxton, Patricia Fralick, Lynda Bockstahler

Approval of Minutes: Motion was made by Doug Johnson and supported by Robert Drebenstedt to approve the minutes of the March 31, 2011 meeting. Les Atchison would like the minutes to reflect that he did notify that he would be late and he was not neglect in getting to the meeting on time. All yeas. Motion carried.

Public comment: None.

STAFF REPORTS

Written reports were distributed with agenda for review prior to the meeting from 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

Motions from Staff Reports:

Change in Salary Range for Nurse Practitioner Classification

Motion: Gerry explained that we are currently attempting to fill the position of the Nurse Practitioner who staffs the Hornet Health Center Clinic. Thus far, we have not been successful. From contacts and interviews, we have determined that in this area Nurse Practitioners pay ranges from \$65,000 to \$80,000 annually. There was discussion. The benefit package would stay the same as the agency's employees. This is a vacancy that we need to fill. A motion by Les Atchison to approve the change in the salary range for the Nurse Practitioner Classification as submitted; supported by Doug Johnson. Roll call vote was taken, all yeas. Motion carried.

LETTER OF SUPPORT FOR GRANT

Motion: A motion by Richard Drebenstedt to authorize the chairperson to affix his signature in support of the application to the National Association of County & City Health Officials for a demonstration site project for Community Health Assessments and Community Health Improvements Plans' supported by Richard Sumerix. All yeas. Motion carried.

Committee Reports:

Finance Committee

Motion: Motion was made by Robert Drebenstedt to approve the April, 2011 bills in the amount of \$411,068.44 and employees expenses of \$18,833.75; supported by Richard Sumerix. All yeas. Motion carried.

Unfinished Business: None.

Other Business: None.

Adjournment:

Tuesday, June 7, 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 May 3, 2011 meeting was adjourned at 11:35 A.M.

Respectfully submitted:

Gerald M. Chase, Health Officer

Jack Jones, Chairperson