

**Minutes of the Regular Board of Health Meeting
Health Department of Northwest Michigan
April 5th, 2022, at 4:30 P.M.**

Call to order: A Regular meeting of the Board of Health was held at the Shirley Roloff Center on April 5th, 2022. The meeting was called to order at 4:30 P.M. by Scott Hankins, Chairperson. Eight members of the Board of Health were in attendance, establishing a quorum.

Members in attendance; roll call: Scott Hankins, Matt Koontz, Rob Pallarito, Jarris Rubingh, Shirley Roloff, Christian Marcus, Bruce Brown (alt. for Commissioner Powers), and Charlie MacInnis.

Members absent/excused: Julie Powers

Staff in attendance: Holly Campbell, Lisa Peacock, Dan Thorell, Amanda Thompson, Kathleen Jakinovich, Janenne Pung, Kris Lifer, Chris Lacroix, Jennifer Kenney, and Paul Howard.

APPROVAL OF THE March 1st, 2022, BOARD OF HEALTH MEETING MINUTES:

MOTION: Rob Pallarito made a motion to approve the March 1st, 2022, meeting minutes. Supported by Marcus. Roll call. All Yeas. Motion carried.

APPROVAL OF THE MARCH 16th, 2022, BOARD OF SPECIAL HEALTH MEETING MINUTES:

MOTION: Rob Pallarito made a motion to approve the March 16th, 2022 meeting minutes to correct that Matt Koontz was listed in attendance twice and correct this with Julie Powers. Supported by Rubingh. Roll call. All Yeas. Motion carried.

APPROVAL OF AGENDA:

MOTION: Charlie MacInnis made a motion to accept the agenda as presented. Supported by Shirley Roloff. Discussion. Rubingh made a motion to amend the agenda to add the draft rules presented by the program and evaluation committee to item # 16 on the agenda, prior to the last public comment. Motion amended. Roll call. All yeas. Motion carried.

PUBLIC COMMENT:

Public comment rules reviewed. Public comment was heard.

PRESENTATION OF THE 2021 AUDIT REPORT: DENNIS, GARTLAND & NIEGARTH

Trina Edward, CPA, CGFM from Dennis, Gartland & Niergarth presented the 2021 Audit Report. They presented an overview of the Agency's financial status. No difficulties were encountered in performing the audit. Graphs depicting the Government Fund Equity; Revenue and Expenditure Trends were discussed; Actual Revenues and Expenditures were discussed. Report on File. They thanked staff for their assistance in preparing for the audit. **MOTION:** Motion was made by Rob Pallarito to accept the 2021 Audit Report as submitted; supported by Shirley Roloff. Roll call. All yeas. Motion carried.

DENISE CHRYSLER, JD, NETWORK FOR PUBLIC HEALTH LAW, PRESENTATION ON THE ROLE OF THE BOARD OF HEALTH IN RELATION TO THE LOCAL DISTRICT HEALTH DEPARTMENT:

Roles and responsibilities reviewed, in relation to the local health department. Discussion.

RETURN TO VERBAL REPORTS FROM HDNW STAFF:

Discussion. Board members would like to resume "staff" highlights. Reports are included in packets. Consensus is to highlight a program at each Board of Health meeting. One (1) Director/Staff per month and a ten (10) minute time frame was agreed upon. **MOTION:** Charlie MacInnis made a motion to have

the Chairperson work with the Health Officer to identify a program to be highlighted at the monthly the Board of Health meeting with a ten (10) minute time cap unless the Board requests more discussion. Supported by Koontz. Roll call. All yeas. Motion passes.

BELLAIRE BUILDING LEASE WITH ANTRIM COUNTY:

Discussion. **MOTION:** Rob Pallarito made a motion to authorize Chairperson Hankins to sign the termination of the Bellaire lease agreement. Supported by Marcus. Roll call. All yeas. Motion carried.

MOTION: Jarris Rubingh made a motion to authorize Chairperson Hankins sign the proposed new lease agreement as presented for the building located at 203 East Cayuga St, Bellaire MI 49615. Supported by Pallarito. Roll call. All yeas. Motion carried. Hankins will sign the documented dated today.

MERS PRIMARY CONTACT CHANGE:

MOTION: Scott Hankins made a motion to remove Terry Tollas, former CFO, as the MERS Primary Contact, and replace her with Daniel Thorell, Deputy Health Officer, and to add Holly Campbell, Deputy Health Officer, as an additional contact. Supported by Jarris Rubingh. Roll call. All yeas. Motion carried.

RECESS: Five (5) minute recess at 6:16 PM. Resumed 6:21 PM.

STAFF REPORTS:

Written reports were distributed with agenda for review prior to the meeting from Lisa Peacock, RN, MSN, NP, Health Officer, Joshua Meyerson, MD, MPH, Medical Director, Dan Thorell, Director of Environmental Health, Kathleen Jakinovich, MPH, Director of Community Health Services, Amanda Thompson, MSN, RN, Director of Family Health, and Jane Sundmacher, M.Ed., Executive Director, Northern Michigan Community Health Innovation Region, Director of Regional Planning:

- Lisa Peacock, RN, MSN, NP, Health Officer- Facilities update given (Bellaire lease). Strategic planning shared.

Written reports submitted by:

- Holly Campbell, MPH, RN, Deputy Health Officer- Provided a verbal report on Community connections and community outreach.
- Joshua Meyerson, MD, MPH, Medical Director- March communicable disease report shared.
- Kathleen Jakinovich, MPH, Director of Community Health Services- Behavioral health success stories share.
- Amanda Thompson, MSN, RN, Director of Family Health – Community connections and the intertwined works with the Family Health division shared.
- Jane K. Sundmacher, M.Ed., Executive Director, Northern Michigan Community Health Innovation Region, Director of Regional Planning – Northwest CHIR behavioral health initiative shared.
- Dan Thorell, Director of Environmental Health- Radon action month and EH activities shared.

WRITTEN REPORTS:

MOTION: Charlie MacInnis made a motion to accept staff reports as presented. Supported by Pallarito. Roll call. All yeas. Motion carried.

Closed session pursuant to MCL 15.268(h) to discuss attorney-client privileged written legal opinion:

MOTION: Scott Hankins made a motion to go in to closed session at 6:58 PM. Supported by Rob Pallarito. Roll call. All yeas. Motion carried. Returned from closed session at 7:54 PM.

MOTION: Scott Hankins moves that the opinion and recommendation of our counsel be adopted and accepted by the Board and that the Board authorizes Ms. Vogler to proceed with negotiations with Ms. Peacock and her counsel under the terms and conditions discussed in closed session, subject to final review, approval and vote of the Board of any monetary settlement offer or amount and all written terms, conditions and agreements. Supported by MacInnis. Roll call. Two (2) no Marcus, Brown. Six (yes), Hankins, Roloff, Rubingh, Pallarito, MacInnis, Koontz. Motion carried.

INTERIM HEALTH OFFICER COMPENSATION:

Letter of approval from the State supporting Dan Thorell as Interim Health Officer shared. **MOTION:** Charlie MacInnis made a motion that the Board of Health compensate Dan Thorell in his position as acting of Health Officer at the same rate of pay as the current Health Officer as of April 30th, 2022, when he assumes that role. Supported by Scott Hankins. Discussion. Roll call. All yeas. Motion carried.

FINANCE COMMITTEE - ACCOUNTS PAYABLE:

MOTION: Charlie MacInnis made a motion that the finance committee met and recommends approval of the March bills in the amount of \$729,973.33 and the March employee expenses of \$12,718.11, supported by Rob Pallarito. Roll call. All yeas. Motion carried.

PROGRAM AND EVALUATION COMMITTEE:

Draft rules shared. Next P&E meeting is 4/12/2022. Discussion. Rules will be addressed at the next meeting of the committee and shared with the full board on 5/3/2022 for consideration.

PUBLIC COMMENT:

Public comment was heard.

New Business: none

Unfinished Business: Commissioner's update given.

Adjournment

Motion to adjourn made by Charlie MacInnis, supported. Tuesday, May 3rd at 4:30 P.M. was the fixed date and time for the next regular meeting of the Board of Health. Meeting adjourned at 8:14 P.M.

Respectfully submitted,



Dan Thorell, Interim Health Officer



Scott Hankins, Chairperson