

**Minutes of the Board of Health
Health Department of Northwest Michigan
October 4, 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 October 4, 2011. The meeting was called to order at 10:00 A.M. Chairperson, Jack Jones presiding and Linda Yaroch, Health Officer. Six members of the Board of Health were in attendance, establishing a quorum.

Members in attendance: Dave Howelman, Jack Jones, Les Atchison, Shirlene Tripp, Doug Johnson, Richard Sumerix

Member Absent/Excused: Karen Bargy, Robert Drebenstedt

Staff in attendance: Linda Yaroch, Dr. Josh Meyerson, Patricia Fralick, Jane Sundmacher, Scott Kendzierski

Guest in attendance: Gary Koteskey, Excavator/Owner of SIM/TECH in Boyne City

Approval of Minutes: Motion was made by Shirlene Tripp and supported by Richard Sumerix to approve the minutes of the September 6, 2011 meeting. All yeas. Motion carried.

Public comment:

Gary Koteskey addressed the Board concerning several septic tank failures that he has inspected; some of the tanks are fairly new. He would like to see a certain material/cement standard for all septic tanks manufactured and somewhere on the septic permit the name of the manufacturer. There was discussion. Scott will visit these sites with Gary and report further on his findings and recommendations.

Change in Agenda: The chairperson reported that Doug Johnson has another commitment and has to leave the meeting by 11:00 AM at this time he will report on the Personnel & Finance Committee meeting that took place prior to the Board meeting at 9:30 AM.

Reinstatement of Job Descriptions for the Family Support Worker 1 and II

Motion: Doug Johnson reported that the Personnel & Finance Committee recommends approval of The Family Support Work 1 and II which were not included in the last compensation schedule as we no longer had these positions. The committee recommends to reinstate these positions as Parent Support Partner I and II with minor modifications; and the same salary grades as previously scheduled at the 04 and 05 salary grades; supported by Dave Howelman. All yeas. Motion carried.

STAFF REPORTS

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

- Linda Yaroch, RN, MPH, Health Officer
- Joshua Meyerson, MD, MPH, Medical Director
- Lynda Bockstahler, RN, Director of Home Care & Aging Services
- Scott Kendzierski, MS, REHS, Director of Environmental Health Services

- Patricia Fralick, RN, MBA, Director of Family and Community Health Services was unable to submit a written report, she reported on the following:
 - 1) School Wellness Program has begun in Boyne City with nursing services; the mental health position is still open, we have done extensive advertising but have been unable to fill.
 - 2) WIC Clinic is being held 3 days a month in the old middle school in Boyne City
 - 3) Flu Clinics – The flu has already started circulating in northern Michigan and we are offering community immunization clinics in partnership with local schools, senior centers and businesses.
 - 4) Hornet Health Center in Pellston is moving forward with the renovations to add a group room and a second exam room. Funding has also made it possible to expand the hours from 3 days a week to 5 days a week.
 - 5) Colorectal Screening Program – we are offering free at-home colorectal cancer screening kits for men and women age 50 to 64 from Antrim, Charlevoix, Emmet and Otsego counties who are uninsured or whose health insurance does not cover colorectal cancer screening.

Motions from Staff Reports:

Northern Health Plan Agreement

Motion: Motion was made by Shirlene Tripp to authorize the chairperson to sign the Agreement for Services between Northern Health Plan and Health Department of Northwest Michigan supported by Doug Johnson. All yeas. Motion carried.

Committee Reports:

Finance Committee

Motion: Motion was made by Dave Howelman to approve the September, 2011 bills in the amount of \$522,445.01 and employees expenses of \$30,814.31 supported by Les Atchison. Roll call vote was taken. All yeas. Motion carried.

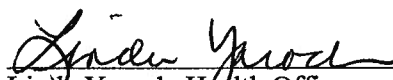
Unfinished Business: None.

Other Business: None.

Adjournment:

Tuesday, November 1, 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 October 4, 2011 meeting was adjourned at 11:35 A.M.

Respectfully submitted:



Linda Yaroach, Health Officer

Jack Jones, Chairperson