Public Health
Delta & Menominee Counties

Board of Health
Special Meeting
AGENDA

April 6, 2011
3:00 p.m. (CST) / 4:00 p.m. (EST)
Pinecrest Medical Care Facility
Powers, Michigan

Board Members

Bernie Lang
Robert Burie
Mark Jasper
Thomas Elegeert
Tom Trudgeon

Public Health Staff

Barb Chenier, Health Officer/ Administrator
Sharon Engelsgjerd, Executive Secretary

1. **Call to Order/ Roll Call**
2. **Approval of Agenda**
3. **Election of New Chairman**
4. **Personnel Committee Assignment**
5. **Status of Hiring Process for Health Officer/ Administrator Position**
6. **Establish Next Steps**
7. **Public Comment**

   Any individual wishing to address the Board will be allocated five (5) minutes.
8. **Adjournment**

Public Health
Delta & Menominee Counties

Board of Health Meeting

Pinecrest Medical Care Facility, Powers

Meeting Minutes
Wednesday, April 6, 2011

Board Members Present

Bernie Lang	Bob Burie	Mark Jasper
Tom Elegeert	Tom Trudgeon	Dave Rivard

Public Health Staff

Barb Chenier, Health Officer/ Administrator
Sharon Engelsgjerd, Executive Secretary

1. **Call to Order/Roll Call**

The April 6, 2011, special meeting of the Delta Menominee District Board of Health was called to order at 3:00 p.m. CST by Vice Chairperson Lang. Roll call was taken and is recorded above.

2. **Approval of Agenda**

Mr. Elegeert moved to approve the agenda. Motion was supported by Mr. Jasper and carried.

3. **Election of New Chairman**

The recent death of David Schultz has left the position of Chair vacant.

Mr. Elegeert moved that Mr. Lang become the new Chair. Motion was supported by Mr. Jasper and carried.

Mr. Elegeert moved that Mr. Trudgeon be elected the Vice-Chair. Mr. Burie seconded the motion and motion carried.

4. **Personnel Committee Assignment**

Mr. Elegeert moved that Mr. Trudgeon replace Mr. Schultz on the Personnel Committee. Mr. Rivard seconded and motion carried.

5. **Status of Hiring Process for Health Officer/Administrator Position**
Ms Chenier summarized the progression of the hiring process to date. The position was advertised with applications due March 15th. Eight applicants submitted complete application materials; several did not meet the minimum qualifications for the position. Review of the applications resulted in two being chosen to interview before the Board of Health. On Monday, April 4, one of the two interviewees withdrew her application. The remaining interviewee's application package was sent to the Michigan Department of Community Health (MDCH), as they must approve the appointment of the new Health Officer. MDCH suggested appointing an Acting Health Officer and advertising nationally.

6. **Establish Next Steps**

Members of the Board believed we have advertised sufficiently and decided to interview the remaining candidate. The interview was conducted.

Mr. Elegeert moved that Dr. Frankovich interview the candidate, perform Reference Checks, and report to the Personnel Committee prior to the Board's April 20th meeting. Mr. Burie seconded the motion and motion carried.

7. **Public Comment**—None

8. **Adjournment**

There being no further business, a motion was made by Mr. Elegeert with support by Mr. Rivard to adjourn the meeting. Motion was carried and meeting adjourned at 4:30 p.m. CST.

Bernie Burie

Chairperson

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