

May 26, 2022 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Tom Matthew at 9:04 AM with the Pledge of Allegiance to the Flag of the United States led by Mr. Leininger. Roll call was completed as follows: Tom Matthew, Mark Wiley, Brent Leininger, Kathy Pangle, Jon Houtz, and Jared Hoffmaster.

Also present from BHSJ: Rebecca Burns, Karen Luparello, Theresa Fisher, Paul Andriacchi, Kali Nichols, and Laura Sutter.

Mr. Wiley moved to approve the agenda, with support from Ms. Pangle. The motion passed unopposed.

Mr. Houtz moved to approve the minutes from the April 28, 2022, meeting with support from Mr. Leininger. The motion passed unopposed.

Ms. Pangle moved to clarify that each speaker is allowed to speak for three minutes at each public comment period. Speakers cannot yield time to other speakers, as the By-laws provide guidance that each speaker will be allowed to speak for no more than three minutes. The motion received support from Mr. Houtz. A roll call vote was taken and the motion passed 5-1 (Mr. Wiley, Yes; Ms. Pangle, Yes; Mr. Matthew, No; Mr. Houtz, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, Yes)

Public Comment: Public comment was given by Resident Adams, Resident Eichler, and Resident Mapes.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Area Agency on Aging IIC Budget Amendment, Strategic Planning, COVID-19 After Action Report, Highly Pathogenic Avian Influenza (HPAI), Community Health Workers, COVID Today, COVID Vaccinations, COVID-19 Testing, Coldwater Office, Sturgis Office, Hillsdale Office, Three Rivers Office, Mobile Van Repairs Scheduled, Family Planning, and Health Promotion & Education update.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Syphilis".

Committee Reports:

- Finance Committee – Mr. Hoffmaster moved to approve the minutes from the May 16, 2022 meeting with support from Ms. Pangle. The motion passed unopposed.
- Program, Policy, and Appeals Committee – Mr. Wiley moved to approve the minutes from the April 28, 2022 and the minutes from the May 16, 2022 meeting with support from Mr. Hoffmaster. The motion passed unopposed.

Financial Reports/Expenditures

- Mr. Houtz moved to approve the expenditures as reported with support from Mr. Leininger. The motion passed unopposed.

Unfinished Business

- None

New Business:

- Mr. Houtz moved to approve the AAA FY22 Provider Budget Amendments as presented, with support from Mr. Leininger. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, Yes; Ms. Pangle, Yes; Mr. Matthew, Yes; Mr. Houtz, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, Yes).
- Mr. Hoffmaster moved to accept the bid from Mary Kushion Consulting, LLC for Strategic Planning, with support from Mr. Wiley. A roll call vote was taken and the motion passed 5-1 (Mr. Wiley, Yes; Ms. Pangle, Yes; Mr. Matthew, Yes; Mr. Houtz, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, No).

Departmental Reports:

- Area Agency on Aging
- Personal Health & Disease Prevention
- Environmental Health

Public Comment: Public comment was given by Resident Adams, Resident Mapes, and Resident Eichler.

With no further business, Mr. Houtz moved to adjourn the meeting with support from Mr. Leininger. The motion passed and the meeting was adjourned at 10:34 AM.

An Educational Session about the Area Agency on Aging IIC Multi-Year planning process took place after the meeting.

Respectfully Submitted by:



Theresa Fisher,
Administrative Services Director
Secretary to the Board of Health

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