
BOARD OF HEALTH Meeting
Agenda for August 25, 2022 at 9:00 AM

1. Call to Order
 - a. Opening ceremonies – Pledge Allegiance to the Flag of the United States of America
 - b. Roll Call
 - c. Approval of the Agenda*
 - d. Approval of the Minutes from 7/28/2022*
2. Public Comment
3. Health Officer’s Report
4. Medical Director’s Report
5. Committee Reports
 - a. Finance Committee – Approval of minutes from August 15, 2022 meeting.*
 - b. Program, Policies, and Appeals – Approval of minutes from August 15, 2022 meeting.*
6. Financial Reports
 - a. Approve Payments*
 - b. Review Financials
7. New Business
 - a. AAA III Grant Review – FY2022 Request for Proposals*
 - b. Elevator Service*
8. Departmental Reports
 - a. Area Agency on Aging
 - b. Personal Health & Disease Prevention
 - c. Environmental Health
9. Health Officer Evaluation – Process Recap
10. Public Comment
11. Adjournment - Next meeting: September 22, 2022

Public Comment:

For the purpose of public participation during public hearings or during the public comment portion of a meeting, every speaker prior to the beginning of the meeting is requested but not required to provide the Board with his or her name, address and subject to be discussed. Each speaker will be allowed to speak for no more than three (3) minutes at each public comment opportunity. Board of Health Bylaws, Article V, Section 3

July 28, 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 9:00 AM with the Pledge of Allegiance to the Flag of the United States led by Theresa. Fisher. Roll call was completed as follows: Tom Matthew, Mark Wiley, Kathy Pangle, and Jon Houtz. Mr. Leininger joined the meeting at 9:12 AM, during the MERS Annual Actuarial Valuation Report presentation.

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

Ms. Pangle moved to add Hillsdale Parking Lot Paving to the agenda as item #8-c, with support from Mr. Wiley. Mr. Houtz moved to approve the agenda as amended, with support from Ms. Pangle. The motion passed unopposed.

Ms. Pangle moved to approve the minutes from the June 23, 2022, meeting with support from Mr. Wiley. The motion passed unopposed.

Public Comment: Public comment was given by one (1) resident.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Strategic Planning, Hillsdale MCDC Dental Center, Agency Health Insurance, Monkeypox, COVID, Coldwater Office, Hillsdale Office, Three Rivers Office, and Family Planning.

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

Committee Reports:

- Finance Committee – Did not meet.
- Program, Policy, and Appeals Committee – Did not meet.

Financial Reports/Expenditures

- Mr. Leininger moved to approve the expenditures as reported with support from Mr. Wiley. The motion passed unopposed.
- Mr. Leininger moved to place the financials on file with support from Ms. Pangle. The motion passed unopposed.

Unfinished Business

- None

New Business:

- Mr. Houtz moved to continue using the 80/20% cost share with employees for their medical insurance as allowable under PA 152 Public Employer Contributions to Medical Benefit

Plans. The motion received support from Mr. Leininger. A roll call vote was taken and passed 5-0 (Mr. Wiley, Yes; Ms. Pangle, Yes; Mr. Matthew, Yes; Mr. Houtz, Yes; Mr. Leininger, Yes).

- Mr. Leininger moved to change Agents for group coverage to MMRMA/Lighthouse, with support from Mr. Wiley. The motion passed unopposed.
- Mr. Leininger moved to keep the existing medical plans through the end of the calendar year, with intent to change the plan year to a calendar year, beginning in January of 2023, and to review the options available at that time. The motion was supported by Mr. Wiley and passed unopposed.
- Mr. Leininger moved accept the recommendation to move to Principal for Group Life/AD&D and Short-Term Disability insurance as presented. The motion received support from Ms. Pangle and passed unopposed.
- Mr. Houtz moved to accept the bid for replacement of the Hillsdale facility parking lot provided by RDK's Asphalt & Sealcoating for \$65,700 with support from Ms. Pangle. A roll call vote was taken and failed 2-3 (Mr. Wiley, No; Ms. Pangle, Yes; Mr. Matthew, No; Mr. Houtz, Yes; Mr. Leininger, No).


Departmental Reports:

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

Public Comment: No public comment was given.

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 11:33AM.

Respectfully Submitted by:


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

PUBLIC COMMENT

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Health Officer's Report to the Board of Health for August 25, 2022

Prepared by: Rebecca A. Burns, M.P.H., R.S.

Agency Updates

Strategic Planning: The prioritization survey is now closed. I will be discussing the timeline for the action steps with the Supervisors and Directors and then the consultant will put together the final report which will be presented at the September Board of Health meeting.

Hillsdale MCDC Dental Center: MCDC is continuing to move forward with plans to reopen the Hillsdale office. No date set yet.

Insurance Agent: We have transitioned to Lighthouse for our Insurance Agent of record and we are working with the representatives from Lighthouse on an Open Enrollment packet and a new Comprehensive Benefits Guide for our staff.

Monkeypox: Agency staff continue to monitor the information available about Monkeypox. We have a small amount of the JYNNEOS vaccine which was developed for Smallpox (Monkeypox and Smallpox are genetically similar which allows for the use of antivirals and vaccines developed for Smallpox to be used for Monkeypox). Our nurses have given a few doses of the vaccine to individuals at high risk. At this time there are no cases in the tri-county area. MDHHS has a site dedicated to Monkeypox at www.michigan.gov/monkeypox.

COVID: Our free testing site in Centreville at Community Mental Health was not seeing much traffic, so we have moved the location to Sturgis and the testing company will be operating out of our location there beginning this week on Wednesday's. Opportunities for vaccination continue with scheduling an appointment online via our website or by calling our office. We are the one source for EVERY Covid vaccine. The surge support staff that were provided to our Agency as case investigators by the CDC Foundation are starting to roll off. We have decided to maintain two of these staff with direct short-term contracts with our agency. Our COVID grants cover the costs for this.

STEC: Michigan is currently experiencing an outbreak of Shiga toxin producing Escherichia coli illnesses. Michigan had 43 confirmed E. coli O157 cases matched with the outbreak strain as of August 19th. The illness onset dates range from late July through early August. Outbreak cases have been reported from 18 jurisdictions including one in Branch County. The age range of those affected are 6 to 94 years old. Among the Michigan outbreak cases with available information to date, 56% have been hospitalized. Four cases of hemolytic uremic syndrome (HUS), a severe complication that occurs in some people diagnosed with STEC infection, have been identified. At this time, MDHHS is recommending people experiencing symptoms of E. coli infection should consult a health care provider as soon as possible and discuss if testing is recommended. Health care providers should contact their local health department to report suspected or confirmed STEC cases. Symptoms vary for each person, but often include: Severe stomach cramps, Diarrhea – often bloody, Vomiting, Fever.

Prevention of E. coli is often directly connected to proper hand hygiene and food handling practices, such as:

- Washing hands with warm water and soap for at least 20 seconds, or using an alcohol-based sanitizer with at least 60% alcohol:
 - Before and after handling food.
 - After using the bathroom or changing a diaper.
 - Before preparing and feeding bottles or foods to infants and toddlers or touching pacifiers or other things that may go in an infant or toddler's mouth.
 - After contact with animals or their environments, such as farms, petting zoos, fairs or even the backyard.
- Rinsing fruits and vegetables well under running water. There is no need to use soap.
- Always marinating foods in the refrigerator, not on the counter or outdoors. Never reuse sauce on cooked food used to marinate raw meat or poultry.
- Never placing cooked food on a plate that previously held raw meat, poultry, seafood or eggs. Be sure to have on hand plenty of clean utensils and platters.
- Never letting raw meat, poultry, eggs or cooked food sit at room temperature more than two hours before putting them in the refrigerator or freezer (one hour when the temperature is above 90 degrees Fahrenheit).
- Cooking meats thoroughly. Ground beef and meat should be cooked to an internal temperature of at least 160 degrees Fahrenheit. Consumers should use a food thermometer as color is not an indicator of "doneness."
- Avoiding raw milk, unpasteurized dairy products and unpasteurized juices (like fresh apple cider).
- Avoiding swallowing water when swimming or playing in lakes, ponds, streams, swimming pools and backyard "kiddie" pools.

Agency Staff Meetings: Quarterly I meet with the Agency team with one of those quarters bringing everyone together for a day of training and fellowship. This month, I held meetings in each office during the lunch period and shared Agency updates and information and discussed any questions or concerns by staff. On September 9th we are providing our staff with a day of Wellness using a grant from the Michigan Association for Local Public Health. This will be similar to the Wellness event we held last year but with a different speaker. It is a day dedicated to self-care given the continued stress put on public health workers. Then on November 11th we have our Annual All-Agency staff meeting planned. I invite you to save the date for November 11th and join us that day in Coldwater at the ProMedica Conference Center; RSVP to me if you will attend.

Coldwater Office: Branch County Administrator Norman and I have talked about the reach out to the Bond Attorney regarding the Coldwater building remodel and costs as we have previously discussed. That information has not yet been provided by the attorney but Administrator Norman knows this is a priority for the Board of Health and I expect an update within the next week. The expansion of the FOB system has started this week. The camera and audio system installation for the conference room has not been started yet.

Hillsdale Office: Updated sign designs and bids have been accepted. The contractor will be replacing the signs on the high marquis by the Sheriff's department as well as the upper and lower signs at the building. All work will be completed prior to September 30th.

Three Rivers Office: Bids are still being sought on the building exterior in Three Rivers. The contractor selected for the parking lot has set September 23rd for removal of the surface and September 26th for replacing the lot surface. The signs have been replaced and I have included pictures at the end of the report.

Health Officer Evaluation: I am requesting that my annual evaluation be conducted in closed session at the September meeting.

Updated Signs at the Three Rivers Location:





Health Promotion & Ed. Team Activities:

The month of July was very busy for the Health Promotion & Education staff as we prepare for our “event” season which includes many community outreach events, festivals, and the Branch, Hillsdale and St. Joseph County fairs. Furthermore, our Health Educator, Josh Englehart, has been busy developing an anti-vaping presentation that, in partnership with local schools, will be given to both students and parents in hopes of curbing the use of vape pens as we approach a new school year. On July 21st, Josh gave this presentation to the Sturgis High School football team and their parents; it was very well received and we are excited to continue this endeavor with other schools within our three counties over the next couple months and into the new school year. Our other Health Educator and Communications Specialist, Kris Dewey, has been utilizing our social media presence to post informative videos of activities occurring within different departments at the agency as a way of promoting our services; she has also done several spots with local radio stations during the summer months to discuss various health topics and promote certain agency initiatives. She also continues to work with our I.T. department to upgrade our Agency website and update the information/resources that can be found there. Kris is also heavily involved in many of the county’s task forces and community organizations and plays a pivotal role in maintaining, nurturing, and building our relationships with these outside agencies.

Grant Updates: The H.P. & Ed. team is also involved in several ongoing grant projects and campaigns:

The Michigan Center for Rural Health (MCRH) – Embedding a Community Health Worker Program within the Local Public Health Department:

The Branch-Hillsdale-St. Joseph Community Health Agency, with help from the Health Promotion & Education team, successfully received grant funding that will allow us to integrate a Community Health Worker program into our list of available services. Under the supervision of Alex Bergmooser, the Health Promotion & Education Supervisor, the grant enabled us to hire three Community Health Workers to provide services for Branch, Hillsdale, and St. Joseph counties. Alex has also been working to create a set of policy

documents and associated guidelines that are directly related to the work that the CHWs will be doing within our counties. As the CHWs begin to integrate themselves into the community through agency connections, the various aforementioned events, and their own personal outreach efforts, the BHSJ Community Health Agency, as well as the Health Promotion & Education team, is very excited to see what type of positive impact these individuals can have on the population that we serve; furthermore, we are also very grateful for the opportunity that this funding provides and look forward to building this program into an effective, and efficient, tool for the residents of our tri-county area.

LARA – 2022 Medical Marihuana Operation and Oversight Grant (MMOOG):

Funded through the Department of Licensing and Regulatory Affairs (LARA) Cannabis Regulatory Agency (CRA) and utilizing the familiar “Lock it up” messaging campaign, the H.P. & Ed. team has been busy promoting this message and the associated logo throughout our three counties this past month. Furthermore, the H.P. & Ed. Supervisor, Alex Bergmooser, and Health Educator, Josh Englehart, met with the Branch Area Transit Authority (BATA) at their monthly board meeting in June to discuss adding a vinyl decal to promote the message of “Lock It Up” on one of their public transportation buses. The idea was approved and the Health Promotion & Education team then created a design for the bus that was subsequently approved in July. We expect the design to be installed by the end of August and are very excited to be able to partner with BATA and get this message out to the public in a very unique way.

Community Events: We have participated, or will be participating in the following events:

Date	Event
7/15	BHSJ CHA Strategic Planning Meeting
7/21	Anti-Vape Presentation: Sturgis High School
7/22	Polish Festival
7/28	CMHA for Anti-Stigma Day
7/30	Branch County Pediatrics Back to School Event
8/2	Lakeshore Opiate Task Force Summit
8/10-8/12	BHSJ CHA Lunch with the Health Officer
8/13	Huss Project Community Carnival

MEDICAL DIRECTOR REPORT

AUGUST 2022

1. Morning checks on CDC website and Johns Hopkins website to follow COVID numbers and trends.
2. Director and Administrator meetings, zoom and in person.
3. Meetings via zoom and teleconference with MDHHS.
Meetings for monkeypox, vaccines, avian flu, COVID.
4. Continue to review and sign standing orders, especially with changes in vaccinations.
Monkey pox is the most current.
5. Latent tuberculosis patient counseling and treatment.
6. Women's Health class for MPH and second summer session.

VACCINES

mRNA Vaccines:

To trigger an immune response, many vaccines put a weakened or inactivated germ into our bodies. Instead, mRNA vaccines use mRNA created in a laboratory to teach our cells how to make a protein—or even just a piece of a protein—that triggers an immune response inside our bodies.

mRNA vaccines:

- Do not use any live virus
 - Cannot cause infection with the virus that causes COVID-19 or any other virus
 - They do not affect or interact with our DNA
1. After vaccination, the mRNA enters the muscle cells and use the cell's machinery to produce a harmless piece of spike protein. The spike protein is found on the surface of the virus that causes COVID-19. After the protein piece is made, our cells break down the mRNA and remove it, leaving the body as waste.
 2. Cells then display the spike protein piece on their surface. Our immune system sees the protein as foreign and then produces antibodies and activates other immune cells to fight off what it thinks is infection.
 3. At the end of the process, our bodies have learned how to protect against future infection with the virus that causes COVID-19. Side effects from the vaccine are normal signs that the body is building protection.

Researchers have been studying and working with mRNA vaccines for decades. They have been studies for flu, Zika, rabies and cytomegalovirus. Interest has grown in these vaccines because they can be developed in a laboratory using readily available materials. This means vaccines can be developed and produced in large quantities faster than with other methods for making vaccines.

As soon as the necessary information about the virus that causes COVID-19 was available, scientists began designing the mRNA instructions for cells to build the unique spike protein into an mRNA vaccine.

The **Novavax vaccine** uses a piece of the coronavirus: the spike protein along with another ingredient that stimulates the immune system. All alone, the spike protein is harmless and can't cause COVID-19. When your immune system encounters the spike protein, it produces antibodies against it. This gives you protection against future COVID-19 infection.

August 15, 2022 – Board of Health, Finance Committee Meeting Minutes

The meeting was called to order at 11:09 AM by Jared Hoffmaster, with roll call as follows: Jared Hoffmaster, Brent Leininger, and Jon Houtz.

Also present from BHSJ: Rebecca Burns, and Theresa Fisher.

Public comment:

- None

New Business:

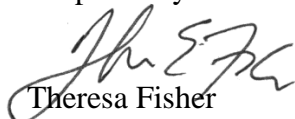
- The Committee discussed options to collect unpaid debt from a former employee who has not paid their portion of their health care premiums while on medical leave. The Committee requested additional information and no action was taken.
- The Committee discussed the Sturgis building signs and space. No action was taken.
- The Committee discussed the Coldwater building lease. No action was taken.

Public comment:

- None

With no further business, Mr. Leininger moved to adjourn the meeting, with support from Mr. Houtz. The motion passed unopposed and the meeting was adjourned at 11:47 AM.

Respectfully Submitted by:



Theresa Fisher
Secretary for the Board of Health

August 15, 2022 – Board of Health, Program, Policy, & Appeals Committee Meeting Minutes

The meeting was called to order at 1:00 PM by Tom Matthew, with roll call as follows: Tom Matthew and Jon Houtz. Mark Wiley joined the meeting at 1:06 PM.

Also present from BHSJ: Rebecca Burns, Laura Sutter, Nichole Simon, and Theresa Fisher.

Public comment: None

New Business:

The Committee reviewed proposals as submitted under the FY22 Request for Proposals in preparation for the upcoming FY23-25 contract cycle, which begins October 1, 2022.

- Mr. Wiley moved to recommend that the full Board approve all Branch County Commission on Aging non-competitive grant proposals in response to the AAA IIIC FY22 Request for Proposal as presented, with support from Ms. Pangle. A roll call vote was taken and passed 3-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes).
- Mr. Wiley moved to recommend that the full Board approve Kalamazoo County Government/AAA Region 3A's request to continue the collaborative agreement to support the Long Term Care Ombudsman Program (ACLS Bureau maintenance of effort) for Branch & St. Joseph Counties as presented, with support from Ms. Pangle. A roll call vote was taken and passed 3-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes).
- Mr. Wiley moved to recommend that the full Board approve the Legal Services of South-Central Michigan non-competitive grant proposal in response to the AAA IIIC FY22 Request for Proposal as presented, with support from Ms. Pangle. A roll call vote was taken and passed 3-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes).
- Mr. Wiley moved to recommend that the full Board approve all St. Joseph County Commission on Aging non-competitive grant proposals in response to the AAA IIIC FY22 Request for Proposal as presented, with support from Ms. Pangle. A roll call vote was taken and passed 3-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes).
- Mr. Wiley moved to recommend that the full Board review the St. Joseph County Transportation Authority non-competitive grant proposal in response to the AAA IIIC FY22 Request for Proposal as presented, without a recommendation from the Program, Policy, and Appeals Committee. The motion received support from Ms. Pangle. A roll call vote was taken and passed 3-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes).
- Mr. Wiley moved to recommend that the full Board approve the Thurson Woods non-competitive grant proposal in the amount of \$42,700 (amount of available funding) in response to the AAA IIIC FY22 Request for Proposal as presented, with support from Ms.

Pangle. A roll call vote was taken and passed 3-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes)

- Mr. Wiley moved to recommend that the full Board approve the competitive grant proposal for Home Delivered Meals/Congregate Meals submitted by “Bidder #1” in response to the AAA IIIC FY22 Request for Proposal as presented, with support from Ms. Pangle. A roll call vote was taken and passed 3-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes)
- Mr. Wiley moved to recommend that the full Board approve both competitive grant proposals for Branch County transportation by “Bidder 1” and “Bidder 2” in response to the AAA IIIC FY22 Request for Proposal as presented, by redirecting the funds not bid on for Branch County Home Repair and supplementing an additional \$140 from another budget area. The motion received support from Ms. Pangle. A roll call vote was taken and passed 3-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes)

Public comment: None

With no further business, Mr. Wiley moved to adjourn the meeting, with support from Ms. Pangle. The motion passed unopposed and the meeting was adjourned at 2:47 PM.

Respectfully Submitted by:



Theresa Fisher
Secretary for the Board of Health

Branch-Hillsdale-St Joseph Community Health Agency

Check/Voucher Register - Check Register for BOH

00103 - Cash - Accounts Payable

From 7/1/2022 Through 7/31/2022

<u>Payee</u>	<u>Check Amount</u>	<u>Check Number</u>	<u>Effective Date</u>
2nd Story Marketing LLC	800.00	53690	7/29/2022
A+ Nursing	476.28	22-07-15 A.01	7/15/2022
Abila	1,851.97	22-07-01 A.01	7/1/2022
Abila	1,852.03	22-07-29 A.01	7/29/2022
ACD.NET	2,058.51	53677	7/15/2022
Action Quick Print Plus	315.00	22-07-15 A.02	7/15/2022
Aflac District Office	449.90	53675	7/8/2022
Aflac District Office	449.90	53688	7/22/2022
Ageless Innovation LLC	7,410.68	22-07-29 A.02	7/29/2022
AIMMEE MULLENDRE	157.94	22-07-01 A.02	7/1/2022
Alerus Retirement Solutions	1,508.00	22-07-08 R.01	7/8/2022
Alerus Retirement Solutions	1,508.00	22-07-22 R.01	7/22/2022
Amazon Capital Services, Inc	242.45	22-07-01 A.03	7/1/2022
Amazon Capital Services, Inc	4,631.26	22-07-29 A.03	7/29/2022
Armstrong Nutrition Management	4,175.52	22-07-15 A.03	7/15/2022
Auditory Instruments Inc.	110.35	22-07-01 A.04	7/1/2022
Auditory Instruments Inc.	90.00	22-07-01 A.05	7/1/2022
Auditory Instruments Inc.	90.00	22-07-01 A.06	7/1/2022
Auditory Instruments Inc.	90.00	22-07-01 A.07	7/1/2022
Auditory Instruments Inc.	150.00	22-07-01 A.08	7/1/2022
Auditory Instruments Inc.	150.00	22-07-01 A.09	7/1/2022
Auditory Instruments Inc.	358.29	22-07-01 A.10	7/1/2022
Auditory Instruments Inc.	206.53	22-07-01 A.11	7/1/2022
Beacon Properties Administration	3,645.00	53691	7/29/2022
Blue Cross Blue Shield	52,597.85	22-07-15 P.01	7/15/2022
Branch Area Transit Authority	11,745.00	22-07-15 A.04	7/15/2022
Branch County Commission	35,931.05	22-07-15 A.05	7/15/2022
Branch County Complex	5,694.28	22-07-29 A.04	7/29/2022
Branch County Fair	160.00	53661	7/1/2022
CAA Of South Central Michigan	38,209.28	22-07-15 A.06	7/15/2022
Candy Cox	98.94	53662	7/1/2022
Card Services Center	267.20	22-07-29 P.01	7/29/2022
CDW GOVERNMENT INC.	72.05	22-07-01 A.12	7/1/2022
Century Bank - Hillsdale Maintenance	2,000.00	22-07-29 A.05	7/29/2022
Century Bank - Three Rivers Maintenance	2,000.00	22-07-29 A.06	7/29/2022
Century Basic	1,500.00	22-07-01 A.13	7/1/2022
Century Basic	825.46	22-07-08 R.02	7/8/2022
Century Basic	825.46	22-07-22 R.02	7/22/2022
Century EFPTS	1,022.25	22-07-08 C.01	7/8/2022
Century EFPTS	114.76	22-07-08 L.01	7/8/2022
Century EFPTS	31,119.39	22-07-08 R.03	7/8/2022
Century EFPTS	21,723.51	22-07-22 R.03	7/22/2022
Century Mastercard	3,055.21	22-07-15 P.02	7/15/2022
Century MERS	52,133.73	22-07-15 A.07	7/15/2022
Century State/Michigan State Treasury	189.10	22-07-08 C.02	7/8/2022
Century State/Michigan State Treasury	30.92	22-07-08 L.02	7/8/2022
Century State/Michigan State Treasury	4,657.41	22-07-08 R.04	7/8/2022
Century State/Michigan State Treasury	3,799.60	22-07-22 R.04	7/22/2022
Charter Communications	137.97	22-07-15 P.03	7/15/2022
Cintas Corporation Loc 351	157.70	22-07-15 P.04	7/15/2022
City of Jonesville	40.00	22-07-01 A.14	7/1/2022
City of Jonesville	120.00	22-07-29 A.07	7/29/2022

Branch-Hillsdale-St Joseph Community Health Agency

Check/Voucher Register - Check Register for BOH

00103 - Cash - Accounts Payable

From 7/1/2022 Through 7/31/2022

<u>Payee</u>	<u>Check Amount</u>	<u>Check Number</u>	<u>Effective Date</u>
City Of Three Rivers	160.60	22-07-15 A.08	7/15/2022
City Of Three Rivers	55.00	22-07-29 A.08	7/29/2022
Clark Electric	700.00	53678	7/15/2022
Companion Life Insurance	1,009.30	53679	7/15/2022
ConnectAmerica	114.00	22-07-15 A.09	7/15/2022
Control Solutions Inc.	345.00	22-07-29 A.09	7/29/2022
Crossroads Home Care Inc.	923.53	22-07-15 A.10	7/15/2022
Cummins Sales & Service	240.89	53692	7/29/2022
Current Office Solutions	4,903.40	22-07-15 A.11	7/15/2022
Current Office Solutions	2,827.83	22-07-29 A.10	7/29/2022
Dan Wood Co.	798.98	22-07-01 A.15	7/1/2022
Dr. Josephine C. Weeden	285.00	53680	7/15/2022
Dr. Karen M. Luparello	4,280.44	22-07-29 A.11	7/29/2022
Eurotrol U.S.B.V.	925.00	53681	7/15/2022
Frontier	294.49	22-07-01 P.01	7/1/2022
Frontier	293.71	22-07-29 P.02	7/29/2022
GDI Services Inc.	4,620.67	22-07-29 A.12	7/29/2022
Glaxo-Smithkline Financial Inc.	1,226.78	22-07-01 A.16	7/1/2022
Glaxo-Smithkline Financial Inc.	1,174.98	22-07-29 A.13	7/29/2022
GRAPHICS 3 INC	664.09	22-07-01 A.17	7/1/2022
Griffiths Mechanical Contracting, Inc.	129.00	22-07-01 A.18	7/1/2022
GT INDEPENDENCE	1,301.64	22-07-15 A.12	7/15/2022
Hillsdale Board Of Public Utilities	1,028.68	22-07-01 P.02	7/1/2022
Hillsdale BPU	1,109.32	22-07-29 P.03	7/29/2022
Hillsdale County Agricultural Society	385.00	53663	7/1/2022
Hillsdale County Treasurer	64.40	22-07-01 A.19	7/1/2022
Hillsdale County Treasurer	1,745.89	22-07-15 A.13	7/15/2022
HomeJoy of Kalamzoo	2,312.07	22-07-15 A.14	7/15/2022
Hospital Network Healthcare Services	164.52	22-07-15 A.15	7/15/2022
Hospital Network Healthcare Services	171.77	22-07-15 A.16	7/15/2022
Huff Well Drilling	193.00	53693	7/29/2022
Impact Radio	1,000.00	53682	7/15/2022
Indiana MI Power Company	655.51	22-07-15 P.05	7/15/2022
JACKSON PUBLISHING CO.	1,520.00	53664	7/1/2022
Jessica L. Cuellar	480.00	22-07-29 A.14	7/29/2022
KALAMAZOO CHD	500.00	22-07-15 A.17	7/15/2022
Kelli Lamb	502.25	53694	7/29/2022
Legal Services Of S.Central MI	1,630.00	22-07-15 A.18	7/15/2022
Lindsey Ray	319.20	53665	7/1/2022
Lindsey Ray	95.52	53695	7/29/2022
Maplecrest, LLC	646.00	22-07-29 A.15	7/29/2022
Mary Kushion Consulting, LLC	4,873.78	53696	7/29/2022
Medical Care Alert	631.75	22-07-15 A.19	7/15/2022
Merck Sharp & Dohme LLC	7,563.32	53697	7/29/2022
MERS 5% EMPLOYEES	9,210.92	22-07-15 A.20	7/15/2022
MI Security & Lock, LLC	8,828.82	53687	7/18/2022
Michigan Medicine	1,168.34	53698	7/29/2022
Michigan Public Health Institute	5,352.05	22-07-15 A.21	7/15/2022
Michigan State Disbursement Unit	190.11	53676	7/8/2022
Michigan State Disbursement Unit	190.11	53689	7/22/2022
Midwest Communications	960.00	53683	7/15/2022
Mistel de Varona	675.00	53666	7/1/2022
Mistel de Varona	1,282.50	53699	7/29/2022

Branch-Hillsdale-St Joseph Community Health Agency

Check/Voucher Register - Check Register for BOH

00103 - Cash - Accounts Payable

From 7/1/2022 Through 7/31/2022

<u>Payee</u>	<u>Check Amount</u>	<u>Check Number</u>	<u>Effective Date</u>
Nationwide	16,687.09	22-07-08 R.05	7/8/2022
Nationwide	1,020.00	22-07-22 R.05	7/22/2022
PFIZER INC	2,416.02	53667	7/1/2022
PFIZER INC	2,197.06	53700	7/29/2022
Pitney Bowes Inc.	161.10	22-07-01 P.03	7/1/2022
Pitney Bowes Inc.	322.20	22-07-29 P.04	7/29/2022
Republic Waste Services	187.50	22-07-15 P.06	7/15/2022
Reserve Account	3,000.00	22-07-01 A.20	7/1/2022
Reserve Account	3,000.00	22-07-29 A.16	7/29/2022
Richard Clark	2,225.00	22-07-29 A.17	7/29/2022
Riley Pumpkin Farm	420.00	22-07-29 A.18	7/29/2022
Rosati Schultz Joppich Amtsbueshler	915.00	22-07-29 A.19	7/29/2022
Ruth Miller	743.29	53668	7/1/2022
Sanofi Pasteur Inc.	2,426.98	53669	7/1/2022
Sanofi Pasteur Inc.	1,079.22	53701	7/29/2022
Schindler Elevator Corporation	1,975.88	53702	7/29/2022
Semco Energy	57.19	22-07-01 P.04	7/1/2022
Semco Energy	62.63	22-07-29 P.05	7/29/2022
Shaffmasters U-Stor-n-Lock	150.00	22-07-01 A.21	7/1/2022
Shred It	90.00	22-07-01 A.22	7/1/2022
Shred It	90.00	22-07-29 A.20	7/29/2022
Sonit Systems	11,252.50	53703	7/29/2022
St Joseph County COA	42,453.14	22-07-15 A.22	7/15/2022
St Joseph County Grange Fair	80.00	53670	7/1/2022
St Joseph County Transit Authority	2,659.59	22-07-15 A.23	7/15/2022
St. Joseph Community Co-op	1,888.34	22-07-15 A.24	7/15/2022
Staples	479.94	22-07-01 P.05	7/1/2022
Staples	951.15	22-07-15 P.07	7/15/2022
Staples	2,403.31	22-07-29 P.06	7/29/2022
State Of Michigan	7,870.00	53671	7/1/2022
State of Michigan - MDHHS	165,295.40	53704	7/29/2022
State of Michigan-Dept	17.67	53684	7/15/2022
State of Michigan-Dept	11.50	53705	7/29/2022
Stratus Video, LLC	930.48	53672	7/1/2022
Teletask Inc.	500.00	53673	7/1/2022
THREE RIVERS COMMERCIAL NEWS	187.00	53685	7/15/2022
Thurston Woods Village	6,222.29	53686	7/15/2022
TMK Worldwide, LLC	142.00	22-07-01 A.23	7/1/2022
TMK Worldwide, LLC	142.00	22-07-01 A.24	7/1/2022
TMK Worldwide, LLC	142.00	22-07-29 A.21	7/29/2022
Verizon	1,042.06	22-07-15 P.08	7/15/2022
Visualz Powered by the Vomela Companies	150.55	53706	7/29/2022
VRI INC.	449.00	22-07-15 A.25	7/15/2022
Wal-Mart Community	5.97	22-07-01 P.06	7/1/2022
Whispering Pines	1,129.00	53707	7/29/2022
Xmission	374.46	53674	7/1/2022
Xmission	427.78	53708	7/29/2022
Report Total	672,163.18		

Branch-Hillsdale-St Joseph Community Health Agency

Balance Sheet
As of 7/31/2022

Assets

Cash on Hand	6,839.94
Cash with County Treasurer	4,115,828.32
Community Foundation Grant	309,955.94
Cash HD Building Maintenance	44,000.00
Cash TR Building Maintenance	44,000.00
Accounts Receivable	64,617.26
Due from Dental DAPP	3,729.76
Due from State	(258,087.94)
Due from Other Funding Sources	442,717.32
Prepaid Expenses	111,348.52
Biologic Inventory	<u>60,024.57</u>
Total Assets	<u>4,944,973.69</u>

Liabilities

Accounts Payable	272,659.53
Payroll Liabilites	132,160.95
Capital Improvements	113,000.00
Deferred Revenue	913,668.98
Deferred Revenue BR	37,285.00
Deferred Revenue HD	39,265.00
Deferred Revenue SJ	52,306.00
Biologics	<u>60,024.57</u>
Total Liabilities	<u>1,620,370.03</u>

Net Assets

Operation Fund Balance	820,039.70
Restricted Fund Balance	364,531.16
Designated Fund Balance	<u>2,140,032.80</u>
Total Net Assets	<u>3,324,603.66</u>

Total Liabilities and Net Assets 4,944,973.69

Prior Year Fund Balance Comparison at 7/31/2021:

Operation Fund Balance	900,228.34
Restricted Fund Balance	437,151.41
Designated Fund Balance	<u>1,345,780.23</u>
Total Fund Balance \$	<u>2,683,159.98</u>

BHSJ Community Health Agency
 Schedule of Cash Receipts and Disbursements
 January 31, 2022 thru
 July 31, 2022

Plus: Cash Receipts	\$ 863,654.61
Less: Cash Disbursements For Payroll/AP	\$ (672,816.12)
12/31/2021 Cash Balance	\$ 4,467,190.78
Plus: Cash Receipts	\$ 530,986.12
Less: Cash Disbursements For Payroll/AP	\$ (1,210,475.82)
1/31/2022 Cash Balance	\$ 3,787,701.08
Plus: Cash Receipts	\$ 602,291.24
Less: Cash Disbursements For Payroll/AP	\$ (552,715.45)
2/28/2022 Cash Balance	\$ 3,837,276.87
Plus: Cash Receipts	\$ 688,403.34
Less: Cash Disbursements For Payroll/AP	\$ (741,347.42)
3/31/2022 Cash Balance	\$ 3,784,332.79
Plus: Cash Receipts	\$ 1,009,441.52
Less: Cash Disbursements For Payroll/AP	\$ (520,285.30)
4/30/2022 Cash Balance	\$ 4,273,489.01
Plus: Cash Receipts	\$ 797,069.28
Less: Cash Disbursements For Payroll/AP	\$ (505,916.49)
5/31/2022 Cash Balance	\$ 4,564,641.80
Plus: Cash Receipts	\$ 588,187.12
Less: Cash Disbursements For Payroll/AP	\$ (508,619.89)
6/30/2022 Cash Balance	\$ 4,644,209.03
Plus: Cash Receipts	\$ 639,313.54
Less: Cash Disbursements For Payroll/AP	\$ (855,549.69)
7/31/2022 Cash Balance	\$ 4,427,972.88

BRANCH HILLSDALE ST JOSEPH COMMUNITY HEALTH AGENCY

Expense by Program - 7/31/2022

Program	Program Title	Month	Year to Date	Original	Expended	
*	008	Salary & Fringe Payoff	3,190.74	94,562.49	90,000.00	105.06%
*	010	Agency Support	3,462.91	28,409.59	29,899.00	95.01%
*	325	CSHCS	0.00	169,856.48	186,729.00	90.96%
*	021	Dental Clinic - Three Rivers	3,645.00	46,020.00	53,310.00	86.32%
	230	Medical Marijuana HD	1,824.06	10,896.80	13,375.00	81.47%
	329	MCH Enabling Children	1,962.42	36,596.31	45,917.00	79.70%
	338	Immunization Vaccine Handling	26,762.13	229,817.09	294,886.00	77.93%
	400	HRSA 20RCORP	83.52	8,680.82	11,280.00	76.95%
	605	General EH Services	2,930.90	29,338.98	38,152.00	76.90%
	714	Onsite Sewage Disposal	27,843.62	278,720.45	362,430.00	76.90%
	721	Drinking Water Supply	27,843.62	278,720.45	362,430.00	76.90%
	704	Food Service	38,490.65	367,448.06	485,882.00	75.62%
	331	STD	10,548.52	112,371.42	149,187.00	75.32%
	326	Vision (ELPHS)	3,530.28	77,308.24	103,633.00	74.59%
	109	WIC	74,105.65	707,655.54	949,532.00	74.52%
	032	Emergency Preparedness	11,778.56	120,665.01	164,983.00	73.13%
	029	Dental Clinic - Hillsdale	516.45	14,588.50	20,000.00	72.94%
	327	Hearing (ELPHS)	3,494.49	73,719.72	101,074.00	72.93%
	341	Infectious Disease	19,239.33	214,241.66	296,311.00	72.30%
	115	MCH Enabling Women	1,151.64	39,543.68	55,375.00	71.41%
	275	Medical Marijuana SJ	270.60	5,770.90	8,098.00	71.26%
	352	ELCCT Contact Tracing, testing doord,	21,283.90	368,292.45	517,195.00	71.20%
	321	CHC Tele-A-Health	2,302.19	23,097.24	33,077.00	69.82%
	745	Type II Water	1,215.40	68,990.48	99,892.00	69.06%
	332	HIV Prevention	1,895.54	23,461.04	34,202.00	68.59%
	108	WIC Breastfeeding	9,702.99	67,789.67	99,056.00	68.43%
	200	ELPHS Marketing	7,380.07	35,968.79	53,824.00	66.82%
	107	Medicaid Outreach	533.44	8,761.14	13,123.00	66.76%
	201	CSF Carseats	1,856.17	15,322.48	23,597.00	64.93%
	012	Area Agency on Aging	206,847.64	1,270,818.11	1,992,159.00	63.79%
	035	Vector Borne Disease Surveillance	8,269.58	21,060.75	33,876.00	62.17%
	255	Community Health Direction	11,197.28	11,197.28	20,000.00	55.98%
	112	CSHCS Medicaid Outreach	21,357.19	49,110.69	88,718.00	55.35%
	405	Grant Writing	58.39	6,048.18	11,183.00	54.08%
	101	Workforce Development	5,668.55	27,619.59	52,017.00	53.09%

138	Immunization IAP	59,310.30	399,584.85	765,866.00	52.17%
351	CELC Infection Prevention	3,121.59	46,969.55	90,162.00	52.09%
014	VOCA	13,992.27	106,675.59	205,743.00	51.84%
345	Lead Testing	1,170.29	10,111.42	20,980.00	48.19%
212	Medical Marijuana BR	1,398.34	10,887.65	22,644.00	48.08%
363	363 CVDIMS Covid Immz Supplemental	17,090.34	310,968.51	786,710.00	39.52%
371	CSHCS Vaccine Initiative	4,386.95	4,863.71	14,385.00	33.81%
207	MCRH Community Health Workers	13,444.25	52,441.71	168,545.00	31.11%
723	PFAS Response - White Pigeon	0.00	1,353.97	8,196.00	16.51%
024	MERS Pension Underfunded Liability	328.77	5,192.17	84,590.00	6.13%
355	COVID-19 PH Workforce Supplemental	4,873.78	9,278.58	173,396.00	5.35%
023	Capital Expenditures	8,828.82	12,728.82	261,000.00	4.87%
374	EOACV Expanding Older Adult Access to	5.44	570.67	16,992.00	3.35%
185	Dental Outreach	735.89	1,645.40	62,592.00	2.62%
722	PFAS Response	<u>0.00</u>	<u>0.00</u>	<u>1,365.00</u>	<u>0.00%</u>
	Total Expense	<u>690,930.45</u>	<u>5,915,742.68</u>	<u>9,577,568.00</u>	<u>61.77%</u>

The Agency is currently 21.56% under budget.

*10/12 Months = 83.33%

**9/9 Months = 100%

Programs Over Budget as of 7/31/2022

RU 008: 105.06%	Over budget due to more long-term employees leaving than expected. The funding for this RU is all set aside in the designated fund balance, which will require the agency to pull more from this account than expected.
RU 010: 95.01%	Program shows over budget because we have already received 95% of the revenue budgeted. Indirect cost are budgeted based on budgeted salaries. As many programs are running under budget in salaries, the current indirect cost is spread by actual salaries for the year instead of based on budgeted salaries. Will come into line at end of year.
RU 325: 90.96%	Budget for RU 325 must be fully expended before expenses can be charged to RU 112. When looking at these two budgets together as one the program is under budget at 79.49%
RU 021: 86.32%	Slightly over budget. We expect this to fall in line as the year progresses, but will continue to monitor.

BRANCH-ST. JOSEPH AREA AGENCY ON AGING (IIIC)

Program, Policy & Appeals Committee Recommendations to the Board of Health - August 25, 2022

FY23-25 Contract Awards ~ AND ~ FY23 Grant Awards (October 1, 2022 - September 30, 2023)

NON-COMPETITIVE BIDS

Bidder & Service(s)	County	Avail. Funds	Bid Request	Award Amount	Recommendations
Branch County COA	Branch				
<i>Case Coordination & Support</i>		6,295	6,295	6,295	award contract as proposed
<i>Homemaking *</i>		23,483	40,390	40,390	award contract as proposed
<i>Personal Care *</i>		23,483	6,576	6,576	award contract as proposed
<i>Chore Services</i>		3,360	3,360	3,360	award contract as proposed
<i>In-home Respite</i>		12,020	12,020	12,020	award contract as proposed
<i>Gap Filling</i>		1,260	1,260	1,260	award contract as proposed
<i>Friendly Reassurance</i>		1,680	1,680	1,680	award contract as proposed
<i>Disease Prevention/Health Promotion</i>		3,705	3,705	3,705	award contract as proposed
<i>Caregiver Education, Support & Training</i>		6,611	6,611	6,611	award contract as proposed
Legal Services of South Central MI	Branch&St. Joe				
<i>Legal services</i>		12,000	12,000	12,000	award contract as proposed
Thurston Cares	Branch&St. Joe				
<i>Adult Day Services</i>		42,700	46,563	42,700	award contract at \$42,700
St. Joseph County Transportation Authority	St. Joe				
<i>Transportation (demand/response & medical escort)</i>		26,100	26,100		NO PPA Recommendation - Needs Action

Bidder & Service(s)	County	Avail. Funds	Bid Request	Award Amount	Recommendations
St. Joseph County COA	St. Joe				
<i>Case Coordination & Support</i>		8,694	8,694	8,694	award contract as proposed
<i>Homemaking</i>		32,428	32,428	32,428	award contract as proposed
<i>Personal Care</i>		32,429	32,429	32,429	award contract as proposed
<i>Chore Services</i>		4,640	4,640	4,640	award contract as proposed
<i>In-home Respite</i>		16,600	16,600	16,600	award contract as proposed
<i>Home Delivered Meals</i>		175,480	175,480	175,480	award contract as proposed
<i>Friendly Reassurance</i>		2,320	2,320	2,320	award contract as proposed
<i>Disease Prevention/Health Promotion</i>		5,116	5,116	5,116	award contract as proposed
<i>Gap Filling</i>		1,740	1,740	1,740	award contract as proposed
<i>Home Repair</i>		4,640	4,640	4,640	award contract as proposed
<i>Caregiver Education, Support & Training</i>		9,129	9,129	9,129	award contract as proposed
<i>Congregate Meals</i>		91,519	91,519	91,519	award contract as proposed
Area Agency on Aging 3A/Kzoo HCS	Branch&St.Joe				
<i>Long Term Care Ombudsman Program</i>		2,000	2,000	2,000	award contract as presented, ACLS Bureau maintenance of effort

* bidders are able to shift funding between Homemaking & Personal Care based on avail. funding indicated

All awards made are subject to FY23-25 MYP/FY23AIP Commission on Services to the Aging approval and subsequent grant awards from the Bureau of Aging, Community Living & Supports

FY2023 MMAP Contracts are pending - based on a new administrative structure at the ACLS Bureau and with MMAP Inc. Once we have more complete information, we will present the information to the Board. MMAP funding is passed through to each County Commission on Aging and is not handled in the RFP process as it is not a part of our regular OAA/OMA grant allocations.

Branch-St. Joseph AAA (IIC) FY2023-2025 PROPOSAL SUMMARY SHEET

BIDDER: St. Joseph County Transportation Authority DATE OF REVIEW: 08/12/2022
(code if competitive bid)

PROGRAM: Transportation Services
Medical Escort

REVIEWED BY: NRS/LS

COMPETITIVE BID? Yes X No

I. CLARITY AND COMPLETENESS (maximum of 25 points)

A. PROGRAM PLAN/OBJECTIVES:

1. The proposal addresses the minimum standards for the described program? YES NO
2. Innovation: perceived innovative aspects are listed? YES NO
3. Outcome measures are identified? Time limited? Measurable? LIST: YES NO
4. Person-Centered Thinking activities/intent is identified? YES NO

B. ASSURANCES

1. Agreement YES NO
2. HHS-441 YES NO
3. Minimum Standards Assurance YES NO

CLARITY & COMPLETENESS SCORE (max 25): _____

II. ORGANIZATIONAL CAPACITY (a maximum of 25 points)

A. PROGRAM EXPERIENCE

- None 1-5 years 5-9 years X 10+ years

B. Other Local Programs & Collaborative Efforts: (LIST)

C. Other Funds to Support the Program(s)? YES NO
Local millage funds, MDOT Specialized Service funds, and Federal funds

D. METHOD OF PRIORITIZATION & TARGETING
Including all racial/ethnic communities and LGBTQ+ communities
None

E. QUALITY IMPROVEMENT/ASSURANCE YES NO
Describe:

ORGANIZATIONAL CAPACITY SCORE (max 25): _____

III. COST (a maximum of 50 points)

A. BUDGET COMPLETE? YES NO

B. UNIT RATE DETAIL	Bidder	Other Comparison FY22 budget
Grant Funds Requested	22,100/4,000	20,500/2,100
Total Unit Rate	11.63/43.29	11.47/43.01
Grant Unit Rate	2.11/2.35	2.11/2.35
Number of Units	10,000/2,000	10,000/2,000
Program Income	0	11,000/5,975
Unduplicated Clients Served	1080/304	1031

Notes:

Bidder did not attend mandatory Pre-Proposal Bidders Conference

Bidder submitted grant late (Due Aug. 1; submitted after email notification sent on Aug. 2)

COST SCORE (max 50): _____

TOTAL SCORE (maximum 100): _____

COMPETITIVE BIDS

BRANCH COUNTY - CONGREGATE MEALS *		
Available Funds	\$66,273	
	BIDDER 1	BIDDER 2
Bid Request	\$48,533	\$40,532
Grant Unit Rate	\$13.77	\$9.96
Number of Units	4,200	4,071
Program Income	\$3,000	\$6,000
Unduplicated Clients Served	200	42
Other Resources	\$15,000 - CSBG	\$12,000 - Senior Millage
PPA Recommendation: BIDDER 1 - Award contract as proposed		

BRANCH COUNTY - HOME DELIVERED MEALS *		
Available Funds	\$127,072	
	BIDDER 1	BIDDER 2
Bid Request	\$144,813	\$152,813
Grant Unit Rate	\$12.49	\$7.86
Number of Units	13,500	19,434
Program Income	\$5,000	\$8,000
Unduplicated Clients Served	80	142
Other Resources	\$49,000 - CSBG	\$172,000 - Senior Millage
PPA Recommendation: BIDDER 1 - Award contract as proposed		

BRANCH COUNTY - TRANSPORTATION		
Available Funds	\$18,900	
	BIDDER 1	BIDDER 2
Bid Request	\$3,500	\$18,900
Grant Unit Rate	\$12.50	\$3.66
Number of Units	240	5,074
Program Income	\$1,100	\$195
Unduplicated Clients Served	123	180
Other Resources	Senior Millage	Transit Millage, MDOT
PPA Recommendation: Award Contract to BOTH Bidders, as proposed		

* bidders are able to shift funding between HDM and Congregate based on avail. funding indicated.

Contract #: _____

Building Address: _____



To Whom it May Concern:

Hydraulic oil loses its viscosity over time which causes ride quality issues, major component (Pump, valve, motor) deterioration, etc. Across all different product lines, OEM's recommend replacement every 10 years. As you can calculate, you have survived much longer off your original oil which is undoubtedly compromised. We recommend immediate replacement with this proposal.

- Provide a crew to come in and pump out all existing oil (Up to 110 gallons) into two (2) barrels and leave on-site. Clean out bottom of tank from debris and particles that have accumulated over the years. Furnish up to 110 gallons of new AW32 hydraulic oil.

Price: Cost of \$6,496.00

- and -

- Schindler will additionally remove and properly dispose of both (2) barrels of waste oil.

Price: Cost of \$1,498.00

(Quotation valid for 90 days; price based upon work during regular working hours of regular working days.)

Payment: 100% of the price is due upon acceptance of this proposal and issuance of invoice by Schindler. (You will an invoice in ~3 weeks after approval)

Schindler reserves the right not to source material or schedule labor for the above quoted work until payment in full has been received. Payable in full within 30 days of invoice. Schindler retains title to any equipment furnished hereunder until final payment is made. Late or non-payment will result in assessment of interest charged at a rate of 1 1/2% per month or the highest legal rate available, and any attorneys' fees, expenses and costs of collection.

Approved:

Accepted (Schindler Elevator Corp.):

Sign: _____

Sign: _____

Print: _____

Print: Mike Sullivan

Title: _____

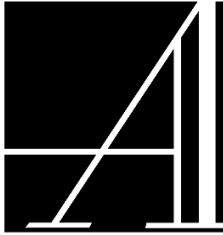
Title: General Manager

Date: _____

Date: _____

TERMS AND CONDITIONS

1. Any changes to the building to meet local or state codes are to be made by Purchaser. Any changes in the Work required due to building conditions discovered in the performance of the Work will be paid by Purchaser.
2. No work, service materials or equipment other than as specified hereunder is included or intended.
3. Purchaser retains its normal responsibilities as Owner of the equipment which is subject of this Agreement.
4. Schindler will not be liable for damages of any kind, in excess of the Price of this Agreement, nor in any event for special, indirect, consequential or liquidated damages.
5. Any cutting and patching is by others and not included in this work.
6. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, epidemics, pandemics, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.
7. We warrant that the work will comply with the specifications and that there will be no defects in materials or workmanship for one year after completion of the work or acceptance thereof by beneficial use, whichever is earlier. Our duty under this warranty is to correct nonconformance or defect at our expense within a reasonable time after the receipt of notice. THE EXPRESS WARRANTIES CONTAINED HEREIN ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Purchaser's remedies hereunder are exclusive.
8. Purchaser agrees to defend, indemnify and hold Schindler harmless from and against any claims, lawsuits, demands, judgments, damages, costs and expenses arising out of this Agreement except to the extent caused by or resulting from the sole and direct fault of Schindler.
9. For non-maintenance contract customers, Customer hereby agrees, without limitation, to defend, indemnify, release and hold harmless Schindler and its employees, affiliates, divisions, parent entities, predecessors and successors, representatives and agents from and against all claims, liabilities, losses, injuries, death, damages, fines, penalties, payments, costs, and expenses (including reasonable attorneys' fees and expenses) arising out of or relating to the Work performed by Schindler under this Agreement.
INSURANCE: At a minimum, Customer shall provide to Schindler, insurance coverages as set forth within, and a certificate of insurance evidencing such coverage: Comprehensive General Liability (including Products Liability, Completed Operations, Broad Form Property damage, and Blanket Contractual Liability) in the amounts of \$2M per occurrence, \$5M aggregate. Schindler Holding, Ltd., Schindler Elevator Corporation, and Schindler Enterprises, Inc. shall be named as additional insureds on the above referenced policies, pursuant to ISO Form CG 2010 11/85, and shall appear as such on the Certificate of Insurance. Insurance shall provide a waiver of subrogation in favor of the entities named as additional insureds. Insurance shall be primary over any other valid and collectible insurance. Any deductible / retention is the responsibility of the Named Insured.
10. Any proprietary material, information, data or devices contained in the equipment or work provided hereunder, or any component or feature thereof, remains our property. This includes, but is not limited to, any tools, devices, manuals, software, modems, source/ access/ object codes, passwords. In the event Schindler's maintenance obligation is terminated, the Schindler Ahead features ("SA") (if applicable) will be deactivated and Schindler reserves the right to remove the Schindler Ahead hardware. If Schindler is no longer the maintenance provider, Customer is responsible for obtaining alternative telephone service for the elevator phones.
11. In the event of governmental changes to applicable tariffs, tax rates, including but not limited to sales tax, use tax, excise tax, privilege tax, transaction tax and similar changes, or loss of tax exempt status, Schindler reserves the rights to adjust the contract price accordingly to account for all additional cost impacts.



Area
Agency on
Aging (III)
Branch-St. Joseph

August 25, 2022

Director's Report

Updates:

1. Services to Victims of Elder Abuse Program Updates:
Victim Specialists remain extremely busy providing direct services to multiple new participants. I recently attended a small group meeting at local apartment complex. There were 5 very concerned tenants, a representative from the corporate office and our two Victim Specialists. Long story short, I'm proud of and very grateful for our team. The Victim Specialist worked with these residents to put together over a dozen well-stated, specific questions in advance of the meeting in hopes of alleviating their fears, concerns and overall upset over the ownership transition that occurred without their knowledge. The personal advocacy our team demonstrated is to be commended!
2. ACLS Bureau Assessment of AAA IIIC:
The original date that we shared with you for our Bureau assessment (Aug. 2nd) needed to be rescheduled due to illness. We ended up meeting on August 11th at 1:00pm at our office in Coldwater. The annual assessment reviews our adherence to Bureau Operating Standards for Area Agencies on Aging and covers topics such as: operations, HR functions, contracting, program development, Board and Advisory Committee structures, and how well our current Annual Implementation Plan is being administered... I'm happy to report that all is well and our response letter will be shared once it is received!
3. FY2022 Request for Proposals:
Thank you to Commissioner Pangle, Commissioner Matthew and Commissioner Wiley for the tremendous amount of time you took to review grant proposals this year! The summary of the PPA Committee's recommendations is before you today to establish our grant contracts for the next three-year cycle including fiscal year 2023, 2024 and 2025. The summary also awards fiscal year 2023 grant funds.

The Program, Policy & Appeals Committee met on August 15th to review 25 non-competitive and 3 competitive grant proposals submitted by a total of 8 agencies/organizations. There are a few decisions left for the full Board and we thank you in advance for your input and action.
4. In addition to annual contracts (update #3), we are in the process of re-negotiating all of the Purchase of Service vendor agreements for the FY23-25 cycle. For this cycle, vendors can submit a 6% rate increase. In tandem with our peers in the network, we must stay competitive so that our participants are able to receive the care they need.

Personal Health and Disease Prevention: August 25, 2022

Communicable Disease:

As of 8/17/22 Covid Community Levels:

Branch: medium

Hillsdale: low

St. Joseph: high

Covid operational guidance for K-12 Schools has been updated and can be found on the CDC website. The recommendation to quarantine has been removed except in high-risk congregate settings. Isolation is at least 5 days and masking for the remaining (5) days for confirmed Covid-19 cases. A test-based strategy can be used to potentially shorten post-isolation mask use.

Immunizations/STD/HIV:

- Vaccine update: Menactra a meningococcal vaccine is now discontinued and replaced with MenQuadfi. The cost of the vaccine remains the same on our fee schedule.
- Novavax is now at our offices and scheduling is available on our website.
- We do have a limited amount of Jynneos vaccine at each of our offices. The vaccine can now be administered intradermal in order to provide more doses for those in need.

MDHHS expanded the criteria for Post-Exposure Prophylaxis (PEP++) in the following situations:

- Individuals engaged in any type of sex work.
- Partners of individuals who engage in higher-risk sexual activities.
- Close/household contacts of individuals who have been exposed to MPV or engaged in higher-risk activities.
- Men who have sex with men and have a history of STI in the last year.
- Individuals who plan to have multiple sex partners.
- Individuals who plan to have close contact at a high-risk event or venue.
- Individuals taking HIV PreP or those living with HIV.

Women, Infant, and Children (WIC):

The emergency waiver that offers remote services for WIC is extended until at least January 9th, 2023. We are offering limited in-person services.

Children's Special Health Care Services (CSHCS), Lead, and Hearing & Vision:

CSHCS: Our staff continues to outreach with children on the program to identify those that would be interested in diagnosis related camps. We have also been working closely with our family center to provide training and support for bereavement to parents and caregivers who have lost a child.

Hearing and Vision: Team members have been working hard to finish head start roundups in July and August. The other technicians will be back the end of August.

Kali Nichols MPH
Personal Health & Disease Prevention Director

**Branch - Hillsdale - St. Joseph Community Health Agency
Personal Health and Disease Prevention**

July-22

Confirmed & Probable Case Totals

	2021-2022				FYTD 2021-2022				2020-2021 FYTD			
	BR	HD	SJ	Total	BR	HD	SJ	Total	BR	HD	SJ	Total
Animal Bite/Rabies potential exposure	1	4	-	5	15	53	-	68	34	48	1	83
Brucellosis	-	-	-	-	-	-	-	-	-	-	1	1
Campylobacter	1	1	1	3	12	10	5	27	-	8	10	18
Chicken Pox	-	-	-	-	-	-	-	-	-	1	-	1
Chlamydia	9	-	5	14	92	74	129	295	100	90	148	338
Coccidioidomycosis	-	-	-	-	-	-	1	1	-	-	-	-
CRE Carbapenem Resistant Enterobac.	1	-	-	1	2	-	-	2	-	1	-	1
Cryptosporidiosis	-	-	-	-	3	-	1	4	-	1	1	2
Encephalitis - Primary	-	-	-	-	-	-	-	-	-	1	-	1
Giardiasis	-	2	-	2	-	5	4	9	-	-	-	-
Gonorrhea	2	-	1	3	28	26	72	126	42	59	86	187
H. Influenzae Disease - Inv.	-	-	-	-	3	1	-	4	-	1	-	1
Hepatitis B - Acute	-	-	-	-	4	-	-	4	-	-	1	1
Hepatitis B - Chronic	-	-	-	-	3	-	1	4	1	-	2	3
Hepatitis C - Acute	-	-	-	-	2	1	-	3	3	2	2	7
Hepatitis C - Chronic	1	-	-	1	16	1	5	22	20	6	7	33
Hepatitis C Unknown	-	-	-	-	-	-	-	-	-	1	-	1
Histoplasmosis	-	-	-	-	1	-	1	2	-	-	-	-
HIV/AIDS	-	-	-	-	2	-	2	4	-	1	-	1
Influenza	-	1	1	2	116	152	124	392	-	-	-	-
Kawasaki	-	-	-	-	-	-	-	-	-	-	-	-
Legionellosis	-	-	-	-	-	1	-	1	-	-	-	-
Lyme Disease	-	1	-	1	-	3	1	4	-	4	-	4
Measles	-	-	-	-	-	1	-	1	-	-	-	-
Menengitis - Aseptic	-	1	-	1	-	3	1	4	-	-	-	-
Menengitis - Bacterial	-	-	-	-	1	-	-	1	1	-	-	1
Meningococcal Disease	-	-	-	-	-	-	-	-	-	-	-	-
Mumps	-	-	-	-	-	-	-	-	1	-	-	1
Mycobacterium - Other	-	-	-	-	3	7	2	12	-	4	2	6
Norovirus	-	-	-	-	1	2	2	5	-	1	1	2
Novel Coronavirus	393	407	321	1,121	6,061	5,760	6,878	18,699	4,481	4,111	5,550	14,142
Pertussis	-	2	-	2	-	10	-	10	-	1	-	1
Salmonellosis	2	1	-	3	4	3	3	10	6	1	3	10
Scabies	-	-	-	-	-	-	-	-	6	-	-	6
Shiga Toxin-prod. (STEC)	1	-	-	1	2	1	1	4	-	1	-	1
Shingles	-	-	-	-	1	-	-	1	-	-	-	-
Staphylococcus Aureus Infect.	-	-	-	-	-	-	-	-	-	1	-	1
Strep Invasive Gp A	-	-	-	-	-	2	-	2	-	-	1	1
Strep Pneumonia Inv Ds.	-	-	1	1	2	7	3	12	1	1	4	6
Syphilis - Primary	-	-	-	-	1	-	-	1	-	-	-	-
Syphilis - Secondary	-	-	1	1	-	1	3	4	1	-	2	3
Syphilis To Be Determined	2	-	-	2	4	1	1	6	-	1	-	1

**Branch - Hillsdale - St. Joseph Community Health Agency
Personal Health and Disease Prevention**

	Jul-21					YTD 2021-2022					YTD 2020-2021				
	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total
CHILD IMMUNIZATIONS															
# Vaccines Given CHA	115	121	-	63	299	1,135	1,377	-	893	3,405	1,717	1,466	87	1,594	4,864
All VFC Doses Given	696	381	-	537	1,614	6,983	3,939	-	6,755	17,677	7,339	4,889	-	9,039	21,267
Waivers	9	15	6	11	41	80	130	28	76	314	37	22	8	24	91
ADULT IMMUNIZATIONS															
# Vaccines Given	91	51	-	51	193	3,829	1,775	-	1,519	7,123	16,582	12,850	14	22,285	51,731
All AVP Doses Given	7	2	-	20	29	93	319	-	162	574	197	91	-	147	435
TRAVEL VACCINATIONS															
Branch Office	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
COMMUNICABLE DISEASE															
TB Tests Done	10	19	-	5	34	66	108	-	19	193	79	84	-	11	174
New LTBI on Rx	-	-	-	-	-	-	-	-	-	-	1	-	-	-	1
															-
STD treatments	1	-	-	5	6	20	23	2	86	131	2	21	2	36	61
New STD Investigations	13	7	-	7	27	98	95	-	185	378	143	150	-	236	529
HIV Testing	-	-	-	5	5	2	1	2	35	40	1	2	2	10	15
ENROLLMENTS															
Medicaid & Michild	-	-	-	1	1	11	3	-	4	18	2	-	-	1	3
REFERRAL SERVICE															
MCDC Referrals	-	-	5	55	60	50	-	149	294	493	78	233	67	133	511
MIHP referrals	40	2	26	11	79	351	25	149	175	700	164	41	189	204	598
Program															
Pre-school	165	-	-	-	165	411	336	64	443	1,254	295	337	-	401	1,033
School Age	-	-	-	-	-	895	850	489	2,038	4,272	828	923	-	1,783	3,534
Vision Screens															
Pre-school	165	-	-	-	165	467	387	-	515	1,369	351	362	-	493	1,206
School Age	-	-	-	-	-	2,959	1,863	-	3,970	8,792	2,249	1,700	-	3,194	7,143
Children's Special Health Care Services															
Diagnostics	2	-	-	-	2	35	11	-	4	50	12	11	-	3	26
Assessments-Renewal	14	21	-	21	56	151	187	-	197	535	170	215	-	239	624
Assessments-New	6	-	-	6	12	47	44	-	61	152	28	51	-	64	143

**Branch-Hillsdale-St. Joseph Community Health Agency
Environmental Public Health Services
Report for the August 25, 2022 Board of Health Meeting
Prepared by Paul Andriacchi R.E.H.S, Director of Environmental Health**

Food Service Sanitation

The Branch County Fair food inspections went very well this year. Our staff inspected a total of 13 food operations, all of them did very well on the inspections. In past years there has been a fair amount of issues with getting the operators to submit their temporary food license applications to us. For many years these inspections were handled by MDARD and the vendors were sending the license application to MDARD instead of us. We did a lot of work with the Fair Board in getting contact information for all the vendors prior to the fair so we could insure they were aware of our licensing procedures. We have done the Fair inspections now for 3 years and this year we had no issues with obtaining the proper licensing documents from all of the vendors.



There were three food operations that changed ownership in July, one in each county. The Outpost Grille in Allen, The Willow's Bar and Grill in Coldwater and Skate Dreams (formerly Skate Galaxy) in Three Rivers. I would ask that you try to support these new owners in our communities.

Well and Septic

I am happy to report that we have filled our open sanitarian position in Hillsdale County. That open position was for a sanitarian that would work 50% in the food program and 50% in the general programs. We were very fortunate to find Austin Thomas who comes to us with a number of years of experience working at county health departments in Michigan and Ohio. He worked at a county health department in Michigan for over 4 years, with experience in the food and general programs. Because of this experience we anticipate he will be able to move into the position very quickly with minimal training. Austin started on August 16 and is fitting in with our staff in Hillsdale very well.

We are currently in the interview process for the open Type II Non-Community water supply coordinator. An offer was made to an individual but unfortunately, he declined the offer, citing the pay as the major reason.

Other Programs

We completed our work in the Long-Term Monitoring grant, collecting samples at 5 different sites throughout the three counties. The samples locations are identified by EGLE for testing due to past contamination in the area of the wells. None of the samples indicated contaminant levels of concern.

EH Service Statistics Report

BRANCH - HILLSDALE - ST. JOSEPH COMMUNITY HEALTH AGENCY

ENVIRONMENTAL HEALTH SERVICE REPORT 2021/2022

	JULY				YTD 2021/2022				YTD 2020/2021			
	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL
WELL/SEWAGE SYSTEM EVAL.	-	-	1	1	-	2	12	14	3	3	6	12
CHANGE OF USE EVALUATIONS - FIELD	2	3	4	9	13	36	30	79	29	38	43	110
CHANGE OF USE EVALUATIONS - OFFICE	4	2	8	14	30	34	83	147	65	35	115	215
ON-SITE SEWAGE DISPOSAL												
PERMITS NEW CONSTRUCTION	4	6	5	15	45	52	70	167	41	72	75	188
REPAIR/REPLACEMENT	4	9	12	25	52	65	88	205	83	54	133	270
VACANT LAND EVALUATION	1	1	3	5	5	14	22	41	11	16	13	40
PERMITS DENIED	-	-	-	-	3	-	-	3	-	-	3	3
TOTAL	9	16	20	45	93	131	180	416	135	142	222	501
SEWAGE PERMITS INSPECTED	9	10	13	32	67	87	112	260	84	101	173	357
WELL PERMITS ISSUED	12	11	22	45	97	107	220	424	161	154	204	519
WELL PERMITS INSPECTED	14	4	16	34	115	94	179	388	107	116	115	338
FOOD SERVICE INSPECTION												
PERMANENT	22	23	13	58	199	214	234	647	207	184	255	664
NEW OWNER / NEW ESTABLISHMENT	1	1	2	4	5	10	12	27	5	8	11	24
FOLLOW-UP INSPECTION	1	2	1	4	13	6	10	29	8	3	7	22
TEMPORARY	7	9	30	46	13	34	68	115	15	17	59	91
MOBILE, STFU	2	2	8	12	18	13	42	73	4	6	35	45
PLAN REVIEW APPLICATIONS	-	1	-	1	9	6	17	32	5	5	9	19
FOOD RELATED COMPLAINTS	-	4	1	5	8	13	4	25	11	31	10	46
FOODBORNE ILLNESS INVESTIGATED	-	-	-	-	2	1	-	3	-	-	1	1
FOOD CLASSES												
MANAGEMENT CERTIFICATION CLASS	16	-	-	16	n/a	n/a	n/a	16	n/a	n/a	n/a	-
FOOD HANDLERS CLASS	-	-	-	-	n/a	n/a	n/a	-	n/a	n/a	n/a	-
METH LAB REFERRALS												
METH LAB LETTERS SENT	-	-	-	-	-	-	-	-	-	-	-	-
CAMPGROUND INSPECTION	12	1	8	21	28	5	10	43	18	10	14	42
NON-COMM WATER SUPPLY INSP.	1	2	2	5	10	17	10	37	6	16	12	27
SWIMMING POOL INSPECTION	3	-	1	4	17	14	7	38	9	10	9	28
PROPOSED SUBDIVISION REVIEW	-	-	-	-	1	-	-	1	-	-	-	-
SEPTIC TANK CLEANER	-	-	-	-	1	3	-	4	7	2	21	30
DHS LICENSED FACILITY INSP.	-	3	-	3	7	27	23	57	3	31	19	53
COMPLAINT INVESTIGATIONS	2	7	6	15	17	32	18	67	6	20	11	37
LONG TERM MONITORING	8	9	1	18	8	9	2	19	-	-	-	-
BODY ART FACILITY INSPECTIONS	1	9	-	10	6	12	-	19	4	3	4	9

Inspection Type Count by County

For Date Range: 7/1/2022 - 7/31/2022 and Program: Food Service

County	Inspection Type	Count
Branch	Follow-Up	1
	Pre-opening/New	1
	Progress Note	1
	Routine	22
	STFU/Mobile	2
	Temporary	7
Hillsdale	Complaint	4
	Consult	1
	Follow-Up	2
	Pre-opening/New	1
	Routine	23
	STFU/Mobile	2
St. Joseph	Temporary	9
	Complaint	1
	Consult	1
	Follow-Up	1
	Pre-opening/New	2
	Progress Note	1
	Routine	13
	STFU/Mobile	8
	Temporary	30
	Total number of inspections	133

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Inspection Type Count

For Date Range: 7/1/2022 - 7/31/2022 and Program: Food Service

Inspection Type	Count
Complaint	5
Consult	2
Follow-Up	4
Pre-opening/New	4
Progress Note	2
Routine	58
STFU/Mobile	12
Temporary	46
Total number of inspections	133

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Establishment Inspection Report

For Date Range: 7/1/2022 - 7/31/2022 and Program: Food Service

Name	Location	Date	Inspection Type	# P	# Pf	# P/Pf Fixed During Inspection	# Core
@ Confluence Cannibus	Three Rivers	7/22/2022	Temporary	0	0	0	0
AMIGO CENTRE (Food)	Sturgis	7/21/2022	Routine	0	1	0	0
ARBY'S	COLDWATER	7/27/2022	Routine	0	0	0	1
Armstrong Park	Three Rivers	7/6/2022	Routine	0	0	0	0
Barnyard Eats	Sherwood	7/2/2022	STFU/Mobile	0	0	0	0
BEACH CONCESSIONS #92	Hillsdale	7/3/2022	STFU/Mobile	0	0	0	0
Bellic River Group DBA Bens Soft Pretzel	Shipshewana	7/4/2022	STFU/Mobile	0	0	0	0
Ben's Soft Pretzels, Manifest Destiny LLC	Leonidas	7/22/2022	Temporary	0	0	0	0
Biggby Coffee # 592	Coldwater	7/8/2022	Routine	1	1	2	0
BILL'S GRILL HOUSE	COLDWATER	7/28/2022	Routine	0	2	2	3
BILL'S STEAKHOUSE	Coldwater	7/21/2022	Routine	0	0	0	0
Bobilya Chrysler Plymouth Dodge Inc.	Coldwater	7/28/2022	Temporary	0	0	0	0
BOFD @ BOHF		7/29/2022	Temporary	0	0	0	0
Brewhouse BBQ	Sturgis	7/6/2022	STFU/Mobile	0	0	0	0
Bronson Kiwanis Club	Coldwater	7/22/2022	Temporary	0	0	0	0
Bronson Polish Fest Kids Day	Bronson	7/22/2022	Temporary	0	0	0	0
Buck Yeah	Three Rivers	7/15/2022	Temporary	0	0	0	0
Buck Yeah BOHF	Three Rivers	7/29/2022	Temporary	0	0	0	0
Burger King #1416	Three Rivers	7/12/2022	Routine	1	0	0	1
Burger King #1419	Hillsdale	7/1/2022	Routine	0	0	0	0
Burr Oak Heritage Days	Sturgis	7/29/2022	Temporary	0	0	0	0
CAABC	Coldwater	7/8/2022	Temporary	0	0	0	0
Cambridge Cheese Company	Onsted	7/17/2022	STFU/Mobile	0	0	0	0
CAVONI'S	HILLSDALE	7/29/2022	Routine	0	0	0	1
CHECKER RECORDS	HILLSDALE	7/5/2022	Routine	0	0	0	0
Chunky Butt's BBQ and Grill	Osseo	7/11/2022	Temporary	0	0	0	0
CLC Covered Bridge Days 22	Centreville	7/16/2022	Temporary	0	0	0	0
COLDWATER CINEMAS	COLDWATER	7/12/2022	Routine	0	0	0	0
COLDWATER LAKE ASSOCIATION	COLDWATER	7/1/2022	Routine	0	0	0	0
COLDWATER UNITED METHODIST CHURCH	COLDWATER	7/14/2022	Routine	0	0	0	1
CONEY HUT DRIVE INN	JONESVILLE	7/13/2022	Routine	1	0	0	0

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Name	Location	Date	Inspection Type	# P	# Pf	# P/Pf Fixed During Inspection	# Core
CONEY HUT DRIVE INN	JONESVILLE	7/29/2022	Follow-Up	0	0	0	0
COTTAGE INN PIZZA	COLDWATER	7/13/2022	Routine	0	0	0	2
CULVER'S OF COLDWATER	COLDWATER	7/19/2022	Routine	0	1	1	1
DENISE'S DINER	Camden	7/12/2022	Routine	1	0	1	0
DENISE'S DINER	Camden	7/25/2022	Follow-Up	1	0	0	0
DENISE'S DINER	Camden	7/28/2022	Consult	0	0	0	0
Dina and DASH Specialty Meats: EnGedi Music Fest	White Pigeon	7/22/2022	Temporary	0	0	0	0
Dine @ the Airport	Three Rivers	7/27/2022	Temporary	0	0	0	0
Dine and DASH Specialty Meats	White Pigeon	7/8/2022	Temporary	0	0	0	0
DI's Diner	Vicksburg	7/15/2022	STFU/Mobile	0	0	0	0
Domestic Harmony	Hillsdale	7/16/2022	Temporary	0	0	0	0
Dominque Leach	Colon	7/16/2022	Temporary	0	0	0	0
DQ Grill & Chill	Coldwater	7/19/2022	Routine	1	1	2	0
EGMF	Leonidas	7/22/2022	Temporary	0	0	0	0
El Sabor Latino #2	Coldwater	7/21/2022	STFU/Mobile	0	0	0	1
El Taco Loco	Sturgis	7/22/2022	Temporary	0	0	0	0
EL TACO LOCO II	COLDWATER	7/27/2022	Routine	2	3	1	3
El Taco Loco II Temporary Food	COLDWATER	7/22/2022	Temporary	0	0	0	0
ELKS LODGE	COLDWATER	7/12/2022	Routine	2	3	2	1
Fabius Park Fire Department	Three Rivers	7/16/2022	Temporary	0	0	0	0
FF Covered Bridge 22	CENTREVILLE	7/15/2022	Temporary	0	0	0	0
FIRST BAPTIST CHURCH	COLDWATER	7/19/2022	Routine	0	0	0	0
Fisher's Ice Cream @ BOHF	Goshen	7/29/2022	Temporary	0	0	0	0
FIVE STAR PIZZA	BRONSON	7/21/2022	Routine	0	0	0	2
Freedom Food Trailer	Morenci	7/14/2022	Temporary	0	0	0	0
Frozen In Time	Munger	7/22/2022	Temporary	0	0	0	0
GIRARD UNITED METHODIST CHURCH	COLDWATER	7/14/2022	Routine	0	0	0	1
Goody's Sauk Trail Diner	Jerome	7/20/2022	Routine	1	0	1	1
GREEN VALLEY GOLF & RACQUET	Sturgis	7/7/2022	Routine	0	0	0	0
HANDMADE SANDWICHES & BEVERAGES	HILLSDALE	7/22/2022	Routine	2	0	2	1
Hawkins Famous Fish & More	Fort Wayne	7/14/2022	Temporary	0	0	0	0
HEALTHIES OF HILLSDALE	HILLSDALE	7/21/2022	Routine	0	0	0	0

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Name	Location	Date	Inspection Type	# P	# Pf	# P/Pf Fixed During Inspection	# Core
HILLSDALE FILLING STATION DELI	Hillsdale	7/18/2022	Routine	1	0	1	1
Holy Smoke	Sturgis	7/9/2022	Temporary	0	0	0	0
Homestead Cinnamon Rolls	Colon	7/27/2022	STFU/Mobile	0	0	0	0
JERRY PRICE FISKE - CHEESE CURD - HILLSDALE		7/3/2022	Temporary	0	0	0	0
JERRY PRICE FISKE - FRENCH FRIES - HILLSDALE		7/3/2022	Temporary	0	0	0	0
JERRY PRICE FISKE - FRENCH FRIES #2 - HILLSDALE		7/3/2022	Temporary	0	0	0	0
JERRY PRICE FISKE - LEMONADE - HILLSDALE		7/3/2022	Temporary	0	0	0	0
JJ Ribs @ Mema's	Three Rivers	7/19/2022	Temporary	0	0	0	0
Jodi Brunori	Colon	7/23/2022	Temporary	0	0	0	0
JOHNNY T'S BISTRO	HILLSDALE	7/21/2022	Routine	1	0	1	1
JT'S BILLIARDS BAR & GRILL LLC	COLDWATER	7/27/2022	Progress Note	0	0	0	0
Kentucky Fried Chicken Three Rivers	Three Rivers	7/7/2022	Complaint	0	0	0	0
Kentucky Fried Chicken Three Rivers	Three Rivers	7/13/2022	Routine	0	0	0	0
Kernal Poppers	White Pigeon	7/8/2022	STFU/Mobile	0	0	0	0
Leonidas Fire Department	Leonidas	7/18/2022	Pre-opening/New	0	0	0	0
LITTLE CAESARS #1200-001	Three Rivers	7/13/2022	Routine	0	0	0	1
LITTLE CAESARS PIZZA	HILLSDALE	7/15/2022	Routine	1	1	1	2
Magic Bunny BBQ	Colon	7/7/2022	STFU/Mobile	0	0	0	0
Main Street Cafe II	Three Rivers	7/28/2022	Routine	0	0	0	0
MAIN STREET PIZZA	JONESVILLE	7/19/2022	Routine	0	0	0	0
Mary's Gourmet Elephant Ears	Hillsdale	7/3/2022	Temporary	0	0	0	0
MASONVILLE PLACE	COLDWATER	7/19/2022	Routine	0	0	0	0
McDONALDS OF THREE RIVERS #2196	Three Rivers	7/12/2022	Routine	1	1	1	0
MCDONALD'S-HILLSDALE	HILLSDALE	7/11/2022	Routine	1	0	1	1
MCDONALD'S-HILLSDALE	HILLSDALE	7/15/2022	Complaint	0	0	0	0
Mema's Kitchen: Walmart	Three Rivers	7/2/2022	Temporary	0	0	0	0
MESSIAH LUTHERAN CHURCH	Constantine	7/26/2022	Routine	0	1	0	1
MIDWAY LANES LLC	COLDWATER	7/14/2022	Routine	0	0	0	0
MR GYROS	COLDWATER	7/19/2022	Routine	1	0	1	2

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Name	Location	Date	Inspection Type	# P	# Pf	# P/Pf Fixed During Inspection	# Core
Olde Time Waffle cone	Constantine	7/8/2022	STFU/Mobile	0	0	0	0
OLIVIA'S CHOP HOUSE	JONESVILLE	7/26/2022	Routine	0	1	1	0
Outpost Grille	ALLEN	7/19/2022	Pre-opening/New	0	0	0	0
Oxender @ BOHF	Lagrange	7/29/2022	Temporary	0	0	0	0
PAPA MUNCHIES	Bronson	7/30/2022	Routine	0	0	0	0
Pigeon Inn	White Pigeon	7/14/2022	Routine	0	0	0	0
PIPER'S GRINDERS GALORE	Constantine	7/26/2022	Routine	0	1	0	1
Pipers Pizza	Sturgis	7/21/2022	Consult	1	1	0	0
PIZZA HUT	HILLSDALE	7/22/2022	Complaint	0	0	0	0
PROWANT SPEICALTY CO.	Dupont	7/3/2022	Temporary	0	0	0	0
Quality Inn & Suites	Coldwater	7/28/2022	Follow-Up	1	2	0	6
RACHAEL'S	White Pigeon	7/14/2022	Follow-Up	2	0	2	1
READING PIZZA BARN	READING	7/28/2022	Routine	0	0	0	0
READING UNITED METHODIST CHURCH	READING	7/28/2022	Routine	0	0	0	0
ROSALIES ROADHOUSE	Jonesville	7/19/2022	Routine	0	0	0	0
RSVP Smoked BBQ	Sturgis	7/29/2022	Temporary	0	0	0	0
Sapura	Coldwater	7/22/2022	Temporary	0	0	0	0
SCCC Covered Bridge Days 22	Centreville	7/16/2022	Temporary	0	0	0	0
SHORT'S ROOT BEER DRIVE-IN	COLDWATER	7/13/2022	Routine	1	1	2	3
Skate Dreams	Three Rivers	7/27/2022	Pre-opening/New	0	0	0	0
Sparkle 4th of July	Colon	7/4/2022	Temporary	0	0	0	0
ST ANTHONY CATHOLIC CHURCH	HILLSDALE	7/7/2022	Routine	0	0	0	0
St Pauls Soft Serve	COLON	7/4/2022	Temporary	0	0	0	0
STINGER'S GRILL & BAR	BRONSON	7/21/2022	Routine	0	1	1	4
SUBWAY - HILLSDALE	HILLSDALE	7/5/2022	Routine	0	0	0	0
SUBWAY # 19719	COLDWATER	7/12/2022	Routine	0	2	2	2
TACO BELL #37166	Hillsdale	7/13/2022	Complaint	0	0	0	0
The Beard and The Gal	Colon	7/10/2022	Temporary	0	0	0	0
THE FINISH LINE	HILLSDALE	7/1/2022	Routine	0	0	0	0
The Haven	Shipshewana	7/8/2022	Temporary	0	0	0	0
The Landmark Tap House & Grille	Three Rivers	7/28/2022	Routine	0	0	0	0
The Panini Grille LLC	Centreville	7/8/2022	STFU/Mobile	0	0	0	0
The Saucy Dog's BBQ	JONESVILLE	7/26/2022	Routine	1	1	0	1

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Name	Location	Date	Inspection Type	# P	# Pf	# P/Pf Fixed During Inspection	# Core
Three Rivers Young Adult Program	Three Rivers	7/29/2022	Progress Note	0	0	0	0
Ultimate Eatz	Burr Oak	7/28/2022	Temporary	0	0	0	0
WENDY'S #4405	Hillsdale	7/1/2022	Routine	0	0	0	0
WENDY'S #4405	Hillsdale	7/22/2022	Complaint	0	0	0	0
WHITE OAKS GOLF CLUB	Hillsdale	7/7/2022	Routine	0	1	1	0
Willow's Bar & Grill	Coldwater	7/25/2022	Pre-opening/New	0	0	0	1
WPTFD-22	White Pigeon	7/8/2022	Temporary	0	0	0	0
YMCA CAMP EBERHART (Food)	Three Rivers	7/20/2022	Routine	0	0	0	0

Food Inspection Codes:

P-This indicates a priority violation which is a violation which includes a quantifiable measure to show control of hazards such as cooking, cooling, reheating and handwashing. It is in general terms a violation that can potentially lead directly to an illness.

Pf-This is a priority foundation violation which is a violation that supports a priority violation. For example, the lack of soap or towels at a handwash sink is a Pf. This supports the priority violation of not washing hands.

C-This is a core violation-This is an item the usually relates to general sanitation, operational controls and maintenance of facilities and equipment.

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Health Officer Performance Evaluation Policy

Effective Date: 1/27/2022

Approved By: Board action on 1-27-2022
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Purpose: The purpose of this policy is to define how the Health Officer will be evaluated.

Authority: Branch-Hillsdale-St. Joseph Community Health Agency Board of Health. Administrative policies shall be subject to revision or termination by the Board of Health at its discretion. This policy replaces and supersedes any prior policy on this subject matter.

Responsibility: The Board of Health or a designee appointed by the Board shall be responsible for the administration and enforcement of this policy.

The Board of Health shall evaluate the performance of the Health Officer annually at the September Board of Health meeting using the following process:

- The Secretary to the Board will provide each Commissioner assigned to the Board of Health with a link to the performance evaluation tool, after the Board of Health Meeting proceeding the evaluation.
- To validate responses for the purpose of quality control, each evaluation considered will require the author's name. Responses received with no name, or from anyone other than a current Board of Health member, will be discarded.
- Each evaluation response, in whole, will be provided in the evaluation packet for the Health Officer and the Board of Health Members. A composite of all responses will also be provided.
- The Board will be presented a copy of the annual employee satisfaction survey prior to the evaluation taking place.

Per the current contract, upon a satisfactory evaluation, the Board of Health may award up to \$5,000 in merit pay. The merit pay shall be voted on at the September meeting, and paid as a supplemental payroll charged to the fiscal year which the Health Officer was being evaluated on.

Adopted: 1-27-2022

PUBLIC COMMENT

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