

August 24, 2023 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Brent Leininger at 9:00 AM with the Pledge of Allegiance to the Flag of the United States. Roll call was completed as follows: Tom Matthew, Jon Houtz, Brent Leininger, Jared Hoffmaster, Rusty Baker, and Steve Lanius. No members were absent.

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

Mr. Hoffmaster moved to approve the agenda with support from Mr. Lanius. The motion passed unopposed.

Mr. Houtz moved to approve the minutes from the July 27, 2023 meeting with support from Mr. Matthew. The motion passed unopposed.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Essential Local Public Health Services, Strategic Plan Activities, CHNA/CHIP, Personnel Policy Committee, EH Software Implementation, Hillsdale Hospital Proposal, Public Health Concerns, Algal Blooms, COVID, Opioid Settlement Funds, Coldwater Office, Hillsdale Office, Three Rivers Office, and Sturgis Office. Ms. Burns requested that her yearly evaluation be done in a closed session at next month's meeting.

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

Departmental Reports:

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

Financial Reports/Expenditures

- Mr. Baker moved to approve the expenditures for July as reported with support from Mr. Hoffmaster. The motion passed unopposed.
- Mr. Hoffmaster moved to place the financials for July on file with support from Mr. Baker. The motion passed unopposed

Committee Reports:

- Finance Committee – Mr. Matthew moved to approve the minutes from the August 21, 2023 Board of Health Finance Committee meeting with support from Mr. Hoffmaster. The motion passed unopposed.
- Program, Policy, & Appeals Committee – Mr. Matthew moved to approve the minutes for the August 16, 2023 Program, Policy, & Appeals Committee meeting with support from Mr. Houtz. The motion passed unopposed.

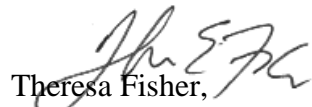
New Business:

- Mr. Matthew moved to approve the updates to the Personnel Policy Manual as presented, with support from Mr. Baker. The motion passed unopposed.
- Mr. Matthew moved to approve the updated Health Officer Evaluation Policy as presented, with support from Mr. Hoffmaster. The motion passed unopposed.
- Mr. Hoffmaster moved to approve AAA FY23-24 provider allocations as presented, with support from Mr. Lanius. The motion passed unopposed.
- Mr. Hoffmaster moved to approve the updated Cost Allocation Plan as presented, with support from Mr. Matthew. The motion passed unopposed.
- Mr. Hoffmaster moved to approve the updated Board of Health meeting schedule as presented, with support from Mr. Matthew. The motion passed unopposed.

Public Comment: No public comments were given.

With no further business, Mr. Baker moved to adjourn the meeting with support from Mr. Lanius. The motion passed unopposed and the meeting was adjourned at 10:17 AM.

Respectfully Submitted by:



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