

## February 22, 2024 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Jared Hoffmaster at 9:00 AM with the Pledge of Allegiance to the Flag of the United States. Roll call was completed as follows: Tom Matthew, Jared Hoffmaster, Brent Leininger, Rusty Baker, and Steve Lanius. Jon Houtz was absent.

Also present from BHSJ: Rebecca Burns, Karen Luparello, Theresa Fisher, Paul Andriacchi, Heidi Hazel, and Kris Dewey.

Mr. Baker moved to approve the agenda with support from Mr. Leininger. The motion passed unopposed.

Mr. Leininger moved to approve the minutes from the January 25, 2024 meeting with support from Mr. Baker. The motion passed unopposed.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Employee Recognition, CDC Infrastructure Grant, Staffing Update, Kindergarten Oral Health Assessment, Agreement with Hillsdale Hospital on use of Mobile Van, Community Health Needs Assessment by Beacon Health System, Staff Education and Training, Public Health Concerns, MALPH Day at the Capital, Coldwater Office, Hillsdale Office, Three Rivers Office, and Sturgis Office.

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

### Departmental Reports:

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

### Financial Reports/Expenditures

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

### Committee Reports:

- Finance Committee – Mr. Leininger moved to approve the minutes from the February 22, 2024 Board of Health Finance Committee meeting with support from Mr. Lanius. The motion passed unopposed.
- Program, Policy, & Appeals Committee – Mr. Leininger moved to approve the minutes from the February 21, 2024 Board of Health Program, Policy, and Appeals Committee meeting with support from Mr. Baker. The motion passed unopposed.

Unfinished Business:

- Mr. Leininger moved to accept the painting bid from Apex Painting for interior painting in the Hillsdale office. The motion received support from Mr. Baker. The motion passed.
- Mr. Leininger moved to go into closed session to consider material exempt from discussion or disclosure by state or federal statute, per section 8(h) of the OMA, and section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure “information or records subject to the attorney-client privilege”. The motion received support from Mr. Matthew. A roll call vote was taken and passed 5-0 with 1 absent. (Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, yes; Mr. Baker, yes; Mr. Houtz, absent).

The Board entered Closed Session at 9:59 AM.

Mr. Leininger moved to return to open session with support from Mr. Baker. The motion passed unopposed.

The Board entered Open Session at 10:37 AM.

Mr. Leininger moved to approve the recommended Social Media Policy with support from Mr. Baker. A roll call vote was taken and passed 3-2, with 1 member absent. (Mr. Matthew, no; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Baker, yes; Mr. Lanius, no; Mr. Houtz, absent).

Mr. Leininger moved to direct staff to check with legal counsel about having written public comment, with support from Mr. Baker. The motion passed unopposed.

Mr. Matthew moved to direct staff to research what would be necessary to allow for remote public comment during Board of Health meetings. The motion received support from Mr. Lanius. The motion failed.

New Business:

- AAA Annual Conflict of interest statements were discussed but no action was taken. Board Members will sign and return the document.
- Mr. Leininger moved to adopt the proposed changes to the intergovernmental agreement and respectfully ask each county to approve, with support from Mr. Matthew. The motion passed unopposed.
- Mr. Leininger moved to reschedule the March 28, 2024 meeting to March 21, 2024 with support from Mr. Baker. The motion passed unopposed.
- Timing for the presentation for the Agency’s Financial Audit was discussed but no action was taken.
- Mr. Lanius moved to accept the bid from Willowbrook Interiors for the Luminous carpet tile to replace the existing carpet in the Hillsdale building. The motion received support from

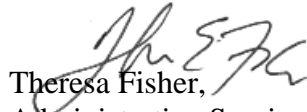
Mr. Baker. A roll call vote was taken and passed 3-2, with 1 member absent. (Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, no; Mr. Baker, yes; Mr. Lanius, no; Mr. Houtz, absent).

- Mr. Lieninger moved to approve the minutes from the February 22, 2024 Closed Session meeting with support from Mr. Matthew. The motion passed unopposed.

Public Comment: No public comments were given.

With no further business, Mr. Matthew moved to adjourn the meeting with support from Mr. Leininger. The motion passed unopposed and the meeting was adjourned at 11:14 AM.

Respectfully Submitted by:

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