

**BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
AGENDA
May 24, 2018**

Pledge Allegiance

1. Roll Call
2. Approval of the Agenda*
3. Approval of the Minutes*
4. Public Comment
5. Health Officer's Report
6. Medical Director's Report

7. Committee Reports:
 - a. Program, Policies, and Appeals – approval of minutes*
 - b. Finance Committee – approval of minutes*

8. Financial Reports/Expenditures
 - a. Approve Payments*
 - b. Review Financials

9. Unfinished Business
 - a.

10. New Business
 - a. Budget Amendment *
 - b. Local Appropriations *
 - c. Temporary Food Policy *
 - d. Congregate Meal Program Enhancement *

11. Departmental Reports
 - a. Personal Health & Disease Prevention
 - b. Environmental Health
 - c. Area Agency on Aging

12. Other

Next meeting

June 28, 2018 at the Three Rivers office

Branch-Hillsdale-St. Joseph Community Health Agency
Board of Health Meeting Minutes
April 26, 2018

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:00 a.m. by Chairman, Allan Balog, with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Allan Balog, Don Vrablic, Terri Norris, Bruce Caswell, Mark Wiley, and Kathy Pangle.

Also present: Rebecca Burns, Dr. Vogel, Theresa Fisher, Paul Andriacchi, Laura Sutter, and Jeff Macklin.

Mr. Wiley moved to approve the agenda with support from Ms. Norris. The motion carried.

Ms. Norris moved to approve the minutes from the previous meeting with support from Ms. Pangle. The motion carried.

Public comment:

- None

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Cycle 7 accreditation, May budget amendment, temporary food program policy, classification and compensation study, staff vacancies, day at the capital, and the hepatitis A outbreak.

Dr. Vogel, Medical Director, reviewed his monthly report. This month's report covered sexually transmitted diseases awareness month.

Committee Reports:

- Program, Policy, and Appeals Committee –
 - Mr. Wiley moved to approve the minutes from the 4/3/2018 meeting with support from Ms. Pangle. The motion carried.
 - A Program, Policy, and Appeals Committee meeting was scheduled for Wednesday, April 16, 2018 at 11:00 AM in the conference room of the Coldwater office.
- Finance Committee – had not met.
 - A Finance Committee meeting was scheduled for Wednesday, April 16, 2018 at 10:00 AM in the conference room of the Coldwater office.

Financial Reports/Expenditures

- Mr. Wiley moved to approve the expenditures as reported with support from Ms. Norris. The motion carried.

Unfinished Business

- There was no unfinished business to discuss.

New Business:

- a. Certificates of Excellence for Food Service Establishments were recognized by the Board for outstanding service.

- b. Mr. Caswell moved to approve the proposed immunization fee schedule as presented with support from Ms. Pangle. The motion carried.

Mr. Wiley moved to adjourn the meeting with support from Ms. Pangle. The motion passed and with no further business the meeting was adjourned at 10:58 a.m.

Respectfully Submitted by:

Theresa Fisher

**Branch-Hillsdale-St. Joseph Community Health Agency
Health Officer's Report to the Board of Health for May 24, 2018
Prepared by: Rebecca A. Burns, M.P.H., R.S.**

Agency Updates

Accreditation – The concern I reported at the last meeting with indicator 5.1 in the Immunization program has been settled. The Agency received a “Met with Conditions” on this indicator.

Budget Amendment – The budget amendment reviewed by the Finance Committee is before the full Board today for action. This amendment fixes the known issues when the last budget amendment was accepted and keeps the Agency on target without using fund balance.

Local Appropriations Request – The Agency is requesting an additional \$0.15 per capita increase for the next fiscal year. This request is made considering factors that include; the MERS Defined Benefit costs continue to increase, the Agency is still below the fund balance “floor” as resolved by the Board, and future health care costs are unknown at this time.

Temporary Food Service Policy – Paul and his staff have crafted a policy to address issues with the temporary food service program. There will be a phase-in period should the policy be adopted by the Board.

Congregate Meal Enhancement – The enhancement will allow Community Action to develop a meal voucher program similar to the program in St. Joseph County. As you know, CA moved their congregate site this year and has seen a drop-in participation with the move. Allowing CA to be creative with the hope to increase the number of meals served will help them better meet the needs of seniors in Branch County. AAA 3C's federal funding “NSIP” is based on the number of meals served and to capture the maximum amount of funding this program enhancement is needed.

Request for Proposals – We have released an RFP for an Electronic Medical Record system and plan to release an RFP for EH software in the next week. The Agency's current EMR (CMHC) is no longer supported and we can only use it for scheduling and Medicaid billing. We need an upgrade that will allow us to streamline billing and the entire client data flow. EH currently uses a private vendor software program for our food program, and a mix of Access databases and document management software for our well and septic programs. A software that brings all EH programs under one system and streamlines the process of application through permit or report delivery is badly needed. Money has been set-aside in anticipation of these expenses. I will continue to keep you informed of our progress.

PFAS Testing – The State has begun an initiative to sample community water supplies and the water supplies for schools on their own water supply for PFAS. PFAS has been classified by the UPEPA as an emerging contaminant; which means they present real or potentially unacceptable human health risks and do not have peer-reviewed human health standards. PFAS are a class of chemicals historically used throughout the industrial, food, and textile industries. PFAS have been used in firefighting foams, food packaging, cleaning products, and various other products. They are incredibly stable, breaking down very slowly in the environment; and are highly soluble, easily transferring through soil to groundwater. I am reviewing the State's toolkit for this contaminant as we prepare to respond should PFAS be found locally. The DEQ issued the following press release this week about the statewide sampling protocol:

For More Information:

DEQ Media Office, deq-assist@michigan.gov, [800-662-9278](tel:800-662-9278)

Michigan embarks on statewide study of PFAS in water supplies

The Michigan PFAS Action Response Team (MPART) today announced plans to conduct a state-wide study of per- and polyfluoroalkyl substances (PFAS) levels in public water supplies. The \$1.7 million survey is the first comprehensive, state-driven study of its kind.

PFAS compounds are a group of emerging and potentially harmful contaminants used in thousands of applications globally including firefighting foam, food packaging, and many other consumer products. These compounds also are used by industries such as tanneries, metal platers, and clothing manufacturers.

The Michigan Department of Environmental Quality (MDEQ) this week began sending out letters to Michigan's 1,380 public water systems outlining the water testing study which will be administered by the MDEQ. The goal is to complete this statewide study by the end of 2018.

In addition to public water systems, some 461 schools that operate their own wells will be considered priority testing sites under the study. Roughly 75 percent of the state's drinking water comes from public systems.

In January 2018, the MDEQ acted to set a new clean-up standard of less than 70 parts per trillion for PFAS in groundwater used for drinking water. PFAS chemicals include perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS). Michigan is one of only a handful of states to establish a clean-up standard.

"Michigan has moved quickly to protect people from potentially unsafe drinking water in communities with known PFAS contamination from historical industrial or military activities," said MDEQ Director C. Heidi Grether. "MPART is taking this next proactive step to survey other parts of the state and gather important baseline data on the presence of this emerging contaminant in the environment."

MPART is helping to coordinate the state's \$23 million effort to locate PFAS contamination, identify sources, and oversee remediation activities aimed at protecting the state's water resources and mitigating risks to the public.

The state has already sampled water at more than 30 including industrial, military, and landfill sites known to have used or disposed of PFAS-containing materials and acted to protect drinking water supplies. In addition to these sites, many larger water systems serving multiple communities – like those in greater Detroit, Saginaw, and Grand Rapids – already sample for PFAS.

"Although acceptable PFAS exposure levels continue to be debated nationally, the right thing to do here in Michigan is advance our knowledge of this emerging contaminant," said MPART Director Carol Isaacs. "We will share what we learn with the public and are prepared to advise communities, if necessary, on steps they can take to reduce PFAS levels in their water supplies."

Although private residential wells are not within the scope of the study, information on independent testing and filtering options is available from MPART at www.michigan.gov/PFASresponse.

Staff Vacancies/New Staff – I would like to introduce Yvonne Atwood who has accepted the position as Director of Personal Health & Disease Prevention. Yvonne was previously the Hillsdale Clinic Coordinator and was in charge of the Agency's WIC program. She began her new duties on Monday. Next week we will welcome a new Breastfeeding Peer in our Coldwater office. The Agency has three positions posted; an opening in the Coldwater office for a part-time support staff, an opening in the St. Joseph County office for a clinic clerk tech., and the Hillsdale Clinic Coordinator position.

Hepatitis A Outbreak – As I have been reporting, Michigan is in the midst of a serious Hepatitis A outbreak. Current case count as of May 16, 2018 is 836 with 671 hospitalizations and 27 deaths. The Agency has ramped up our vaccination efforts to the high-risk groups and we have shared a "coupon" with other service providers to share with their clients that is designed to "drive" people into the health department for vaccination.

Hepatitis A vaccination is safe and effective. The following individuals should get the HAV vaccine:

- Persons who are homeless.
- Persons who are incarcerated.
- Persons who use injection and non-injection illegal drugs.
- Persons who work with the high risk populations listed above.
- Persons who have close contact, care for, or live with someone who has HAV.
- Persons who have sexual activities with someone who has HAV.
- Men who have sex with men.
- Travelers to countries with high or medium rates of HAV.
- Persons with chronic liver disease, such as cirrhosis, hepatitis B, or hepatitis C.*
- Persons with clotting factor disorders.

**Confirmed Cases Referred August 1, 2016-May 16, 2018
Meeting the MI Hepatitis A Outbreak Case Definition**

County (or city)	Total Cases		County (or city)	Total Cases
Macomb	220		Clinton†	3
City of Detroit	170		Saginaw†	3
Wayne	143		Kent	2
Oakland	113		Mecosta†	2
St. Clair	31		Allegan†	1
Ingham	26		Bay	1
Genesee	19		Clare†	1
Monroe	18		Hillsdale†	1
Washtenaw	18		Huron†	1
Shiawassee	8		Ionia†	1
Calhoun	7		Leelanau†	1
Eaton	6		Lenawee†	1
Gratiot	3		Midland	1
Isabella†	8		Newaygo†	1
Lapeer	7		Schoolcraft†	1
Livingston†	6		Van Buren†	1
Sanilac†	6		Other*†	1
Grand Traverse†	4			

† Indicates no confirmed case in the past 100 days

*Jackson Michigan Department of Corrections

Indicates counties with outbreak-associated cases that are not included in the outbreak jurisdiction

Legislative Updates – We are continuing to follow the sanitary code legislation along with the legislation for prison kitchen inspections. The PreK dental bill is also being closely watched.

Medical Director's Report to the Board of Health
H. Lauren Vogel, D.O., M.P.H.
May 24, 2018

Numbered Infectious Diseases of Childhood

In the late 19th century and before a better knowledge of infectious disease and access to immunization to prevent contagious illness children suffered a series of infectious diseases. Around the turn of the century, pediatricians gave numbers to the 4 prevalent infectious diseases associated with rash. For the child growing up on the prairie they suffered a series of diseases that came in an order of their exposure.¹ Fifth and sixth disease were 20th century updates on the numbered exanthams.

The Numbered Diseases of Childhood

First disease	Rubeola (hard measles)
Second disease	Scarlet fever
Third disease	Rubella (3-day measles)
Fourth disease	Filatov-Dukes disease (never well defined)
Fifth disease	Erythema infectiousum (slapped cheeks rash)
Sixth disease	Roseola

Smallpox was known since 1796 and was the first disease to have a vaccine for prevention. Cholera, rabies, tetanus, typhoid and plague were common diseases in the 18th and 19th centuries. Immunizations were developed to help reduce the infectivity rate of these diseases because they were highly contagious and significantly fatal.

Before immunizations, Smallpox was highly lethal and killed about 25 – 35 percent of those infected.² The slave trade brought measles to Nicaragua in the 1500's and over half of the native population succumbed to the disease.³ For measles, over 90 percent of non-immune patients will get the disease after droplet exposure. The disease affects the respiratory system and brain and measles pneumonia still has about a 30 percent mortality today.

Before the advent of penicillin, scarlet fever was associated with family mortalities where all the children in a family succumbed to the disease. Epidemics were common where the infection would spread throughout a town. During the Civil War, a scarlet fever epidemic in 1861 was declared the worst human disaster in Fredericksburg history.

Advances in scientific technology and public health concerns lead to development of vaccines and antibiotics to fight the infections afflicting large segments of the population. This is why we do not see the epidemics in the US common to those of the 19th century and some of which are still present in third world countries today where access to vaccination is lacking.

Those not recognizing the importance of history are doomed to repeat it is an appropriate phrase for our population that chooses not to immunize themselves or their children. The re-emergence of measles in the US and increased presence of pertussis in our community are testimony to this. Not

immunizing children against HPV exposes them to the potential of getting a fatal cancer, preventable by immunization. Not allowing immunization against HPV is an example of ineffective and dangerous parenting.

Education of the public is the most effective means of reducing the prevalence of infections preventable by immunization. All health care providers are responsible to do this.

REFERENCE

1. RR Jarrett. Numbered Diseases of Childhood: Rashes. Pediatric House Calls. March 2014. <http://pediatric-house-calls.djmed.net/numbered-skin-rash-diseases-childhood/>. Accessed September 2017.
2. R Davenport. L Schwarz. J Boulton. The Decline Of Adult Smallpox In Eighteenth-Century London. *Econ Hist Rev.* 2011 Nov; 64(4): 1289–1314. doi: 10.1111/j.1468-0289.2011.00599.x
PMCID: PMC4373148. <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4373148/>. Accessed September 2017.
3. SA Alchon. *A Pest in the Land. New World Epidemics in a Global Perspective.* University of New Mexico Press. First Edition. 2003. https://books.google.com/books?id=YiHHnV08ebkC&pg=PA73&lpg=PA73&dq=measles+mortality+nicaragua&source=bl&ots=K_7KNq6dQC&sig=uyB2gPaO1au3dCMB7WuRnsrw_Pk&hl=en&sa=X&ved=0ahUKEwjFv5_ozoHWAhUD0YMKHaeaBFAQ6AEIZDAI#v=onepage&q=measles%20mortality%20nicaragua&f=false. Accessed September 2017.

Branch-Hillsdale-St. Joseph Community Health Agency
Board of Health: Program, Policy, and Appeals Committee Meeting Minutes
May 16, 2018
11:00 AM

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health: Program, Policy, and Appeals Committee meeting was called to order at 11:00 a.m. with roll call as follows: Don Vrablic, Kathy Pangle, and Mark Wiley.

Also present: Rebecca Burns, Theresa Fisher, Paul Andriacchi, Joe Frazier

Ms. Pangle moved to approve the amended agenda, which changes the order of business to move item 4.c before item 4.a., with support from Mr. Vrablic. The motion carried.

Public comment: Paul Andriacchi introduced Joe Frazier, EH Food Program Coordinator to the members.

Business:

- c) Mr. Wiley moved to bring the temporary food policy to the full board for approval with support from Ms. Pangle. The motion carried.

- a) The committee discussed a proposal from Pathway Health Inc. to perform an efficiency study. The proposal did not include enough information to make a recommendation on moving forward. The agency will reach out to obtain a more detailed proposal. No action was taken.

- b) Mr. Wiley moved to bring the CAA Congregate Meals Program Enhancement proposal forward for approval by the entire BOH provided that the restaurant voucher program also include restaurants in Coldwater, with support from Ms. Pangle. The motion carried.

- d) Rebecca Burns reported that the Accreditation Report will be amended to indicate that the Agency did not have any indicators that were not met. Indicator 5.1 had previously been reported as not met, but has been changed to met with conditions.

With no further business Ms. Pangle moved that the meeting be adjourned at 11:57 a.m. with support from Mr. Wiley. The motion carried.

Respectfully submitted,

Theresa Fisher, BS

Branch-Hillsdale-St. Joseph Community Health Agency
Board of Health: Finance Committee Meeting Minutes
May 16, 2018
10:00 AM

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health: Finance Committee meeting was called to order at 10:01 a.m. with roll call as follows: Terri Norris, Bruce Caswell, and Al Balog.

Also present: Rebecca Burns, and Theresa Fisher

Ms. Norris moved to approve the agenda, with support from Mr. Caswell. The motion carried.

Public comment: None at this time.

Business:

- a) Ms. Norris moved to recommend approval of the proposed 2nd budget amendment to the full Board for a vote at the next BOH meeting, with support from Mr. Caswell. The motion carried.
- b) Ms. Norris moved to recommend that the full Board approve a 15 cents per capita increase to the local county appropriations, to be applied to the MERS Defined Benefit program, contingent that the Agency continue to pay the full current obligation to the MERS Defined Benefit Program as well, until such time that the MERS Defined Benefit program is 100% funded. The motion was supported by Mr. Caswell. The motion carried.
- c) The MERS Actuarial Report was distributed for informational purposes.

With no further business Mr. Balog moved that the meeting be adjourned at 10:53 a.m. with support from Ms. Norris. The motion carried.

Respectfully submitted,

Theresa Fisher, BS

April 1 through 30, 2018

Abila	Quarterly Subscription	4,886.25
Access Group, Inc.	Medical Supplies	1,891.00
ACD.Net	Telephones 3 offices	2,708.62
Action Quick Print Plus	Printing - Water & Septic Permits	158.00
AFLAC	Payroll Deduction	1,564.80
Alerus Financial (Retirement)	Payroll Deduction	690.00
Andrejs Rozentals	AAA Volunteer Reimbursement	130.14
Area Agencies On Aging	Membership Dues	1,218.00
Armstrong Health Care	WIC / AAA Contractual Consultant	2,940.34
AT&T	Cell Phones	1,104.45
Blue Cross Blue Shield	Health Insurance	54,500.05
Branch County Commission COA	Home & Community Based Services	4,593.98
Branch County Complex	Rent	5,694.28
Branch County Complex Quarterly	Maintenance	499.50
Branch County Complex Quarterly	Internet	997.50
Branch County Complex Quarterly	Repair	1,340.53
Branch County Complex Quarterly	Utilities	3,296.56
Branch County Fair	2018 Fair Booth Rental CSHCS	130.00
CAA of South Central	Home & Community Based Services	16,718.93
Care-N-Assist	Care Management	1,376.96
CDW Government Inc.	Computer Supplies 3 Invoices	4,923.90
Century Bank Basic Flex Health Plan	Payroll Deduction	1,408.92
Century Bank EFPTS	Federal & Fica Taxes	44,947.52
Century Bank Mers	MERS DB /Retirement	29,311.43
Century Bank State	Michigan Tax	7,062.83
Charter Communications	Sturgis Internet & Phone Line	64.97
Cintas	Rugs & Lab Coats - Cleaning	122.53
City of Coldwater	Water Lab Test	120.00
City Of Three Rivers	Water / Sewage & Lab Testing	54.00
Client Refund	STD Client	11.50
Companion Life Insurance Co.	Life Insurance Premiums	994.23
Connect America	Care Management	68.50
Control Solutions, Inc	Data Loggers Supplies	663.00
Crossroads Health & Home Services Ulmtl	Care Management	1,040.04
Crystal Mountain	Training CSHCS 2 employees	105.45
Current Office Solutions	Office Supplies/Copier Charges	737.83
DJC Property/Consultant	Consultant	370.00
Dr. Vogel	Medical Director - Contractual	4,510.95
Frontier	Sensaphone & Fax Line Service	282.01
GDI	Building Cleaning Expense -	1,749.00
GlaxoSmithKline	Medical Supplies 2 Invoices	7,950.95
Hemocue	Medical Supplies	432.00
Hillsdale Board Of Utilities	Building Expense	1,856.14
Hillsdale Community Health	TB Lab Test	43.06
Hillsdale County Treasurer	Building Refuse Expense - HD	140.00
Hillsdale County Treasurer	Building Snow/Mow Expense - HD	150.00
Hillsdale County Treasurer	Building Supplies Expense - HD	330.62
Hillsdale County Treasurer	Monthly Cleaning of Dental Clinic	806.93
Hillsdale County Treasurer	Building Cleaning Expense - HD	2,740.44

April 1 through 30, 2018

Hillsdale Public Health	Rent - Hillsdale Office	7,375.00
Home Care Wellness	Care Management	512.00
Hospital Network Health	Medical Waste Removal	90.00
Indiana Michigan Power	Building Expense - TR	932.78
Indiana State	State Tax	122.93
Infinisource Cobra Compliance	Yearly Fee	565.00
Johnson Rosati Schultz Joppich	Attorney	105.00
Lab Corp	Lab Fees	19.20
Laura Sutter	Reimbursement - AAA Supplies	281.93
Maplecrest	Rent - Sturgis Office	550.00
McKesson	Medical Supplies	105.58
MDHHS Bureau of Laboratories	Lead Testing	141.36
Merck & Company	Medical Supplies 3 invoices	9,036.70
Mers 5% Alerus Financial DC	Defined Contributions 5% EES	3,565.91
Michigan Public Health	Workforce Contract	2,884.86
Michigan Sate Disbursement Unit	Payroll Deduction	617.00
Nationwide	Payroll Deduction	4,000.00
Next IT	Equipment Maintenance	1,650.45
Optum Insight (Netwerkes.Com)	Billing Service	110.63
Pitney Bowes	Quarterly Postage Machine Rental	539.10
Premier Pool Management LLC	Training - EH 1 employee	250.00
Prince Conference Center	Training - Breastfeeding 3 employees	281.22
Prompt Care	Drug Testing - 1 Employee	108.00
Republic Waste Services	Building Expense - TR Quarterly	150.00
Reserve Account	Postage	3,000.00
Richard Clark	Building Expense - CW	1,800.00
Sanofi Pasture	Medical Supplies 2 Invoices	5,588.03
SEMCO Energy	Building Expense - TR	117.90
Shred It	Document Destruction	90.00
St. Joseph County COA	Home & Community Based Services	12,320.62
Staples	Office Supplies	897.21
State Of Michigan	Food Licenses	170.00
State Of Michigan	Medical Waste Removal Certificate	225.00
State Of Michigan	Training - EP Cook	300.00
State Of Michigan	Water Lab Test	648.00
Three Rivers Health	Rent - Dental Clinic	2,775.00
Three Rivers Petty Cash	Petty Cash	26.88
Thurston Woods	Home & Community Based Services	3,548.16
Velo Law Offices	Payroll Deduction	394.94
VRI Lifeline Of Michigan	Care Management	535.00
Wal Mart Misc.	Imms Clinic Supplies	10.32
Wal Mart Misc.	Misc. Expense	11.06
Wal Mart Misc.	Provider Meeting Supplies	86.30
WMALC	Training - Smith	95.00
Xmission	Email Provider	226.89
Total Of Invoice List		286,299.60

Branch-Hillsdale-St Joseph Community Health Agency
 Balance Sheet
 As of 4/30/2018

	<u>Current Period Balance</u>
Assets	
Cash on Hand	24,925.38
Cash with County Treasurer	877,549.97
Community Foundation Grant	347,032.83
Accounts Receivable	34,946.21
Due from State	82,233.11
Due from Other Funding Sources	148,196.97
Prepaid Expenses	83,929.07
Biologic Inventory	<u>81,356.59</u>
Total Assets	<u><u>1,680,170.13</u></u>
Liabilities	
Accounts Payable	115,813.91
Payroll Liabilites	116,478.51
Capital Improvements	25,000.00
Deferred Revenue	63,772.46
Deferred Revenue BR	34,591.66
Deferred Revenue HD	38,000.00
Deferred Revenue SJ	49,751.00
Biologics	<u>81,356.59</u>
Total Liabilities	<u><u>524,764.13</u></u>
Net Assets	
Operation Fund Balance	335,992.92
Restricted Fund Balance	353,726.20
Designated Fund Balance	<u>465,686.88</u>
Total Net Assets	<u><u>1,155,406.00</u></u>
Total Liabilities and Net Assets	<u><u>1,680,170.13</u></u>

Prior Year Comparison	
Operating Fund Balance at 4/30/2017:	339,708.27
<u>Restricted fund Balance as 4/30/2017:</u>	<u>382,546.49</u>
Total Net Assets at 4/30/2017:	722,254.76

BHSJ Community Health Department
 Schedule of Cash Receipts and Disbursements
 November 30th 2017 thru April 30th 2018

11/30/2017 Cash Balance	\$ 683,264.13
Plus: Cash Receipts	\$ 479,934.09
Less: Cash Disbursements For:	
Payroll:	\$ (218,919.02)
Accounts Payable:	\$ (374,672.44)
12/31/2017 Cash Balance	\$ 569,606.76
Plus: Cash Receipts	\$ 667,729.56
Less: Cash Disbursements For:	
Payroll:	\$ (135,189.07)
Accounts Payable:	\$ (274,366.40)
1/31/2018 Cash Balance	\$ 827,780.85
Plus: Cash Receipts	\$ 390,980.20
Less: Cash Disbursements For:	
Payroll:	\$ (146,084.64)
Accounts Payable:	\$ (287,384.62)
2/28/2018 Cash Balance	\$ 785,291.79
Plus: Cash Receipts	\$ 694,799.22
Less: Cash Disbursements For:	
Payroll:	\$ (133,862.79)
Accounts Payable:	\$ (386,658.80)
3/31/2018 Cash Balance	\$ 959,569.42
Plus: Cash Receipts	\$ 699,875.74
Less: Cash Disbursements For:	
Payroll:	\$ (148,511.80)
Accounts Payable:	\$ (286,350.56)
4/30/2018 Cash Balance	\$ 1,224,582.80

Expenditures by RU as of 4/30/2018

	RU Code	RU Title	Current Month	Year to Date	Total Budget - Amendment1	% Total Expended Amend1
*	324	Sturgis Hospital	0.00	3,930.41	2,843.00	138.24%
*	017	Senior Reach	471.44	13,354.80	12,011.00	111.18%
*	325	CSHCS	19,072.74	150,927.16	189,000.00	79.85%
*	010	Agency Support	24,363.05	136,093.83	178,869.00	76.08%
*	745	Type II Water	6,326.13	49,793.82	68,642.00	72.54%
**	032	Emergency Preparedness	11,193.32	85,829.10	118,838.00	72.22%
**	326	Vision (ELPHS)	6,598.58	48,159.48	76,792.00	62.71%
*	321	CHC Tele-A-Health	3,097.79	25,646.69	41,442.00	61.88%
*	022	Coalition for Tobacco Control	2,290.14	21,299.73	36,349.00	58.59%
	021	Dental Clinic - Three Rivers	2,775.00	19,425.00	33,300.00	58.33%
	029	Dental Clinic - Hillsdale	806.93	5,648.51	9,683.00	58.33%
	109	WIC	71,750.46	529,332.37	914,838.00	57.86%
	327	Hearing (ELPHS)	6,527.52	44,016.59	76,442.00	57.58%
	338	Immunization VQA (Gov't)	44,528.32	303,768.36	538,732.00	56.38%
	331	STD	9,037.17	66,717.60	120,867.00	55.19%
	605	General EH Services	4,899.13	34,256.71	62,274.00	55.00%
	714	Onsite Sewage Disposal	23,335.28	163,169.88	296,620.00	55.00%
	721	Drinking Water Supply	23,335.28	163,169.87	296,620.00	55.00%
	704	Food Service	30,774.33	216,110.88	396,984.00	54.43%
	101	Workforce Development	7,293.64	29,563.92	54,986.00	53.76%
	138	Immunization IAP (Private)	45,672.17	318,814.88	601,959.00	52.96%
	108	WIC Breastfeeding	5,763.08	40,167.89	78,535.00	51.14%
	012	Area Agency on Aging	91,799.95	600,377.03	1,186,318.00	50.60%
	341	Infectious Disease	14,053.86	106,892.76	216,718.00	49.32%
	332	HIV Prevention	3,859.69	12,800.35	27,023.00	47.36%
	107	Medicaid Outreach	7,528.80	58,999.90	134,035.00	44.01%
	335	MCH Public Health Functions	1,815.19	20,031.98	52,045.00	38.48%
	115	MCH Enabling Women	4,632.07	20,439.23	62,905.00	32.49%
	345	Lead Testing	609.04	3,003.91	21,157.00	14.19%
	018	Aging Mastery	306.34	1,268.89	10,000.00	12.68%
	008	Salary/Fringe Payoff	14,516.68	56,620.54	0.00	0%
	023	Capital Expenditures	0.00	0.00	100,000.00	0%
	034	Outbreak Investigation	2,988.92	2,988.92	0.00	0%
	112	CSHCS Medicaid Outreach	0.00	0.00	40,897.00	0%
		Total Expense	<u>492,022.04</u>	<u>3,352,620.99</u>	<u>6,057,724.00</u>	<u>55.34%</u>

* At 7 months, the agency shouldn't be over 58.33% expended (7/12)

** 3 month programs include RU's 032, 326 and 327. They shouldn't be over 77.78% expended (7/9)

*** As of April 30th, the agency is 2.99% under budget

- **RU 324 (Sturgis Hospital):** Budget drastically reduced as program ended in November. Will be brought in line with budget at amendment #2 when actuals are reflected and will read 100% expended as the program is finished.
- **RU 017 (Senior Reach):** Budgeted expenses drastically reduced at amendment (due to less time to be worked in program). Additional funding has been granted and the program has purchased computer equipment with it. This will be rectified at the second budget amendment.
- **RU 325 (CSHCS):** Once this program is 100% expended, all additional expenditures will be moved to RU 112, where we can take advantage of a federal matching reimbursement. This program is expected to be above the normal 58.33% at this time.
- **RU 010 (Agency Support):** Quarterly expenses hit in the month of April (worker's comp, professional liability insurance, accounting software). Will continue to fall back in line with budget as year progresses.
- **RU 745 (Type II Water):** Increased activity for associate working in this program. Budget will be addressed at amendment #2.
- **RU 321 (CHC Tel-A-Health):** Program is no longer incurring overhead costs from coordinator. Monthly expenses continue to fall back within budget.
- **RU 022 (Coalition for Tobacco Control):** Increased activity toward the start of the fiscal year. Program has continued to fall back in line with budget as the year has progressed.

9 MONTH PROGRAMS BELOW:

- **RU 032 (Emergency Preparedness):** 9 month program and should be at 77.78%
- **RU 326 (Vision ELPHS):** 9 month program and should be at 77.78%

**BRANCH-HILLSDALE-ST.JOSEPH
COMMUNITY HEALTH AGENCY**

FISCAL YEAR 2017-2018

Amended Budget #2

May 24th, 2018

Annual Budget for Comprehensive Local Health Services

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/17 to 09/30/18	Prepared By: Jeff Macklin Approved By: Board of Health				
AMENDMENT #2 EXPENDITURE CATEGORY:	008 SALARYFRINGE PAYOFF	009 SPACE ALLOCATION	010 GENERAL ADMINISTRATION	012 AREA AGENCY ON AGING	017 SENIOR REACH
1. SALARIES & WAGES	70,000		324,321	185,656	6,637
2. FRINGE BENEFITS		-	173,062	80,459	3,105
3. CAP EXP FOR EQUIP & FAC		-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)		-	-	823,403	-
5. OTHER EXPENSES:		-	-	-	-
6. SUPPLIES		-	17,800	450	5,125
7. TRAVEL		-	10,000	13,500	50
8. COMMUNICATIONS		-	25,000	2,000	150
9. COUNTY/CITY CENTRAL SERVICES		-	-	-	-
10. SPACE COSTS		325,507	-	-	-
11. ALL OTHERS (ADP & MISC.)		-	128,813	10,100	285
12. TOTAL DIRECT EXPENDITURES	70,000	325,507	678,996	1,115,568	15,352
13. ADMINISTRATIVE INDIRECT EXP		-	(625,624)	56,230	2,058
21.13%					
15. TOTAL DIRECT & ADM EXP	70,000	325,507	53,372	1,171,798	17,410
16. OTHER COST DISTRIBUTIONS:					
Prevention Serv. Administration					
Comm Health Administration					
Immunization Distribution					
CSHCS Distribution					
General Environmental Distribution					
Breastfeeding Distribution					
Space Allocation		(325,507)	139,148	2,750	135
17. TOTAL EXPENDITURES	70,000	-	192,520	1,174,548	17,545
Exclusion Items:					
18. FEES 1ST & 2ND PARTY		-	30	-	-
19. FEES & COLLECTIONS 3RD PARTY		-	-	-	-
20. FED/STATE FUNDING (NON-MDCH)		-	-	1,143,206	-
21. LOCAL (NON-LPHO)		-	-	-	-
MATCH FOR FULL COST REIMB.		-	-	-	-
OTHER	70,000	-	53,217	31,342	17,545
		-	-	-	-
		-	-	-	-
22. OTHER NON-LPHO		-	-	-	-
23. MDCH - NON-CPBC		-	-	-	-
24. MDCH - CPBC HIV Testing		-	-	-	-
VFC Visits		-	-	-	-
Care Coordination		-	-	-	-
Nurse Ed		-	-	-	-
MCH Block Grant		-	-	-	-
State Allocation		-	-	-	-
		-	-	-	-
25. TOTAL MDCH - CPBC	-	-	-	-	-
26. TOTAL EXCLUSIONS:	70,000	-	53,247	1,174,548	17,545
Net Allowable Expenditures			-		
			-		
27. NET ALLOWABLE EXPENDITURES	-	-	139,273	-	-
27. STATE ELPHS		-	-	-	-
28. COUNTY APPROPRIATIONS	-	-	139,273	-	-
29. USE OF FUND BALANCE			-	-	-

Annual Budget for Comprehensive Local Health Services

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/17 to 09/30/18	018	021	022	023	029
AMENDMENT #2 EXPENDITURE CATEGORY:	AGING MASTERY	DENTAL CLINIC THREE RIVERS	LOCAL TOBACCO REDUCTION	CAPITAL IMPROVEMENTS	DENTAL CLINIC HILLSDALE
1. SALARIES & WAGES	1,255		13,782		
2. FRINGE BENEFITS	319		9,523		
3. CAP EXP FOR EQUIP & FAC		-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)		-	-	-	-
5. OTHER EXPENSES:		-	-	-	-
6. SUPPLIES	5	-	350	-	-
7. TRAVEL	100	-	1,500	-	-
8. COMMUNICATIONS	-	-	-	-	-
9. COUNTY/CITY CENTRAL SERVICES		-	-	-	-
10. SPACE COSTS		-	-	-	-
11. ALL OTHERS (ADP & MISC.)	288	33,300	1,140	100,000	9,683
12. TOTAL DIRECT EXPENDITURES	1,967	33,300	26,295	100,000	9,683
13. ADMINISTRATIVE INDIRECT EXP	333	-	4,924	-	-
21.13%					
15. TOTAL DIRECT & ADM EXP	2,300	33,300	31,219	100,000	9,683
16. OTHER COST DISTRIBUTIONS:					
Prevention Serv. Administration					
Comm Health Administration			5,719		
Immunization Distribution					
CSHCS Distribution					
General Environmental Distribution					
Breastfeeding Distribution					
Space Allocation	38	-	399	-	-
17. TOTAL EXPENDITURES	2,338	33,300	37,337	100,000	9,683
Exclusion Items:					
18. FEES 1ST & 2ND PARTY		-	-	-	-
19. FEES & COLLECTIONS 3RD PARTY		-	-	-	-
20. FED/STATE FUNDING (NON-MDCH)					
21. LOCAL (NON-LPHO)		-	-	-	-
MATCH FOR FULL COST REIMB.		-	-	-	-
OTHER	2,338	33,300	-	100,000	9,683
		-	-	-	-
		-	-	-	-
		-	-	-	-
22. OTHER NON-LPHO		-	-	-	-
23. MDCH - NON-CPBC		-	-	-	-
24. MDCH - CPBC HIV Testing		-	-	-	-
VFC Visits		-	-	-	-
Care Coordination					
Nurse Ed					
MCH Block Grant		-	-	-	-
State Allocation		-	30,000	-	-
25. TOTAL MDCH - CPBC	-	-	30,000	-	-
26. TOTAL EXCLUSIONS:	2,338	33,300	30,000	100,000	9,683
Net Allowable Expenditures					
27. NET ALLOWABLE EXPENDITURES	-	-	7,337	-	-
27. STATE ELPHS		-	-	-	-
28. COUNTY APPROPRIATIONS	-	-	7,337	-	-
29. USE OF FUND BALANCE			-	-	-

Annual Budget for Comprehensive Local Health Services

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/17 to 09/30/18	032	032	034	101	107
	PHEP - 9 10/1/17-6/30/18	PHEP - 3 7/1/2018-9/30/2018	OUTBREAK INVESTIGATION	WORKFORCE 10/1/17-9/30/18	MEDICAID OUTREACH
AMENDMENT #2					
EXPENDITURE CATEGORY:					
1. SALARIES & WAGES	52,536	17,634	7,999	5,916	50,114
2. FRINGE BENEFITS	14,470	5,171	3,033	2,216	24,284
3. CAP EXP FOR EQUIP & FAC	-	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-	-
6. SUPPLIES	2,578	940	100	50	550
7. TRAVEL	3,745	1,000	600	300	2,000
8. COMMUNICATIONS	20,327	8,100	100	70	150
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-	-
10. SPACE COSTS	-	-	-	-	-
11. ALL OTHERS (ADP & MISC.)	4,875	350	5,601	39,600	150
12. TOTAL DIRECT EXPENDITURES	98,531	33,195	17,433	48,152	77,248
13. ADMINISTRATIVE INDIRECT EXP	14,158	4,819	2,331	1,718	15,720
21.13%					
15. TOTAL DIRECT & ADM EXP	112,689	38,014	19,764	49,870	92,968
16. OTHER COST DISTRIBUTIONS:					
Prevention Serv. Administration					5,134
Comm Health Administration					4,197
Immunization Distribution					-
CSHCS Distribution					
General Environmental Distribution					
Breastfeeding Distribution					
Space Allocation	929	327	236	200	2,609
17. TOTAL EXPENDITURES	113,618	38,341	20,000	50,070	104,908
Exclusion Items:					
18. FEES 1ST & 2ND PARTY	-	-	-	-	-
19. FEES & COLLECTIONS 3RD PARTY	-	-	-	-	-
20. FED/STATE FUNDING (NON-MDCH)					52,454
21. LOCAL (NON-LPHO)	-	-	-	-	-
MATCH FOR FULL COST REIMB.	10,017	3,224			52,454
OTHER					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
22. OTHER NON-LPHO	-	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-	-
VFC Visits	-	-	-	-	-
Care Coordination					
Nurse Ed	-	-	-	-	-
MCH Block Grant	-	-	-	-	-
State Allocation	100,173	32,241	20,000	44,135	-
25. TOTAL MDCH - CPBC	100,173	32,241	20,000	44,135	-
26. TOTAL EXCLUSIONS:	110,190	35,465	20,000	44,135	104,908
Net Allowable Expenditures					
27. NET ALLOWABLE EXPENDITURES	3,428	2,876	-	5,935	-
27. STATE ELPHS	-	-	-	-	-
28. COUNTY APPROPRIATIONS	3,428	2,876	-	5,935	-
29. USE OF FUND BALANCE	-	-	-	-	-

Annual Budget for Comprehensive Local Health Services

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/17 to 09/30/18	108	109	112	115	138
AMENDMENT #2 EXPENDITURE CATEGORY:	WIC BREASTFEEDING	WIC RESIDENTIAL	CSHCS MEDICAID OUTREACH	MCH ENABLING WOMEN	IMMUNIZATION/ IAP
1. SALARIES & WAGES	41,507	384,391		25,546	194,812
2. FRINGE BENEFITS	11,102	203,626		12,076	100,199
3. CAP EXP FOR EQUIP & FAC	-	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-	-
6. SUPPLIES	1,150	43,895	-	800	246,200
7. TRAVEL	1,200	12,000	-	150	3,000
8. COMMUNICATIONS	-	4,600	-	150	700
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-	-
10. SPACE COSTS	-	-	-	-	-
11. ALL OTHERS (ADP & MISC.)	1,300	47,850	-	654	420,722
12. TOTAL DIRECT EXPENDITURES	56,259	696,362	-	39,376	965,633
13. ADMINISTRATIVE INDIRECT EXP	11,116	124,248	-	7,950	62,336
21.13%				-	
15. TOTAL DIRECT & ADM EXP	67,375	820,610	-	47,326	1,027,969
16. OTHER COST DISTRIBUTIONS:					
Prevention Serv. Administration	4,714	51,111		2,362	26,433
Comm Health Administration		4,315		2,762	
Immunization Distribution					(400,000)
CSHCS Distribution			77,487		-
General Environmental Distribution					-
Breastfeeding Distribution	797	(797)			
Space Allocation	5,649	36,425	-	937	15,409
17. TOTAL EXPENDITURES	78,535	911,664	77,487	53,387	669,811
Exclusion Items:					
18. FEES 1ST & 2ND PARTY	-	-	-	-	23,000
19. FEES & COLLECTIONS 3RD PARTY	-	16,500	-	-	145,575
20. FED/STATE FUNDING (NON-MDCH)			28,465	-	400,000
21. LOCAL (NON-LPHO)	-	-	-	-	-
MATCH FOR FULL COST REIMB.	-	-	28,465	-	-
OTHER	-	1,000	-	-	4,500
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
22. OTHER NON-LPHO	-	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-	-
VFC Visits	-	-	-	-	-
Care Coordination					
Nurse Ed					
MCH Block Grant	-	-	-	53,387	
State Allocation	78,535	894,164	-	-	72,692
25. TOTAL MDCH - CPBC	78,535	894,164	-	53,387	72,692
26. TOTAL EXCLUSIONS:	78,535	911,664	56,930	53,387	645,767
Net Allowable Expenditures					
27. NET ALLOWABLE EXPENDITURES	-	-	20,557	-	24,044
27. STATE ELPHS	-	-	-	-	-
28. COUNTY APPROPRIATIONS	-	-	20,557	-	24,044
29. USE OF FUND BALANCE	-	-	-	-	-

Annual Budget for Comprehensive Local Health Services

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/17 to 09/30/18	199	255	321	324	325
AMENDMENT #2 EXPENDITURE CATEGORY:	PREVENTION SERV ADM.	COMMUNITY HEALTH ADM.	CHC-TELE A HEALTH	STURGIS HOSPITAL	CSHCS OR & ADVOCACY
1. SALARIES & WAGES	43,425	13,765	23,177	1,501	141,647
2. FRINGE BENEFITS	15,889	10,654	5,567	334	41,478
3. CAP EXP FOR EQUIP & FAC	-	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-	-
6. SUPPLIES	1,255	60	200	6	2,475
7. TRAVEL	1,500	275	500	287	5,200
8. COMMUNICATIONS	500	-	200	10	1,600
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-	-
10. SPACE COSTS	-	-	-	-	-
11. ALL OTHERS (ADP & MISC.)	150	1	425	-	11,295
12. TOTAL DIRECT EXPENDITURES	62,719	24,755	30,069	2,138	203,695
13. ADMINISTRATIVE INDIRECT EXP	12,533	5,160	6,074	388	38,694
21.13%					
15. TOTAL DIRECT & ADM EXP	75,252	29,915	36,143	2,526	242,389
16. OTHER COST DISTRIBUTIONS:					
Prevention Serv. Administration	(139,974)				16,462
Comm Health Administration		(30,823)	7,054	453	
Immunization Distribution	-				
CSHCS Distribution					(77,487)
General Environmental Distribution					-
Breastfeeding Distribution					
Space Allocation	64,722	908	580	37	3,136
17. TOTAL EXPENDITURES	-	-	43,777	3,016	184,500
Exclusion Items:					
18. FEES 1ST & 2ND PARTY	-	-	-	-	-
19. FEES & COLLECTIONS 3RD PARTY	-	-	-	-	-
20. FED/STATE FUNDING (NON-MDCH)					
21. LOCAL (NON-LPHO)	-	-	-	-	-
MATCH FOR FULL COST REIMB.	-	-	-	-	-
OTHER	-	-	33,400	1,382	10,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
22. OTHER NON-LPHO	-	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-	-
VFC Visits	-	-	-	-	-
Care Coordination					61,500
Nurse Ed					
MCH Block Grant	-	-	-	-	-
State Allocation	-	-	-	-	113,000
25. TOTAL MDCH - CPBC	-	-	-	-	174,500
26. TOTAL EXCLUSIONS:	-	-	33,400	1,382	184,500
Net Allowable Expenditures					
27. NET ALLOWABLE EXPENDITURES	-	-	10,377	1,634	-
27. STATE ELPHS	-	-	-	-	-
28. COUNTY APPROPRIATIONS	-	-	10,377	1,634	-
29. USE OF FUND BALANCE	-	-	-	-	-

Annual Budget for Comprehensive Local Health Services

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/17 to 09/30/18	326	327	331	332	335
	VISION	HEARING	SEXUAL TRANS. DISEASES	HIV PREVENTION	PUB HLT FUNCTIONS & INFRASTRUCTURE
AMENDMENT #2					
EXPENDITURE CATEGORY:					
1. SALARIES & WAGES	31,144	28,336	52,363	10,895	10,355
2. FRINGE BENEFITS	17,333	17,317	25,269	5,403	5,803
3. CAP EXP FOR EQUIP & FAC	-	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-	-
6. SUPPLIES	1,350	580	2,205	150	250
7. TRAVEL	2,800	2,800	700	150	500
8. COMMUNICATIONS	250	250	200	50	250
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-	-
10. SPACE COSTS	-	-	-	-	-
11. ALL OTHERS (ADP & MISC.)	7,380	3,000	14,000	2,950	15,320
12. TOTAL DIRECT EXPENDITURES	60,257	52,283	94,737	19,598	32,478
13. ADMINISTRATIVE INDIRECT EXP	10,243	9,646	16,404	3,444	3,414
21.13%					
15. TOTAL DIRECT & ADM EXP	70,500	61,929	111,141	23,042	35,892
16. OTHER COST DISTRIBUTIONS:					
Prevention Serv. Administration	4,344	4,091	6,956	1,460	-
Comm Health Administration					3,965
Immunization Distribution					
CSHCS Distribution					
General Environmental Distribution					
Breastfeeding Distribution					
Space Allocation	1,905	1,521	3,717	335	1,165
17. TOTAL EXPENDITURES	76,749	67,541	121,814	24,837	41,022
Exclusion Items:					
18. FEES 1ST & 2ND PARTY	14,000	12,000	700	-	-
19. FEES & COLLECTIONS 3RD PARTY	-	-	-	-	-
20. FED/STATE FUNDING (NON-MDCH)					
21. LOCAL (NON-LPHO)	-	-	-	-	-
MATCH FOR FULL COST REIMB.	-	-	-	-	-
OTHER	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
22. OTHER NON-LPHO	-	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-	-
VFC Visits	-	-	-	-	-
Care Coordination					
Nurse Ed					
MCH Block Grant	-	-	-	-	41,022
State Allocation	-	-	-	21,000	-
25. TOTAL MDCH - CPBC	-	-	-	21,000	41,022
26. TOTAL EXCLUSIONS:	14,000	12,000	700	21,000	41,022
Net Allowable Expenditures					
27. NET ALLOWABLE EXPENDITURES	62,749	55,541	121,114	3,837	-
27. STATE ELPHS	48,509	48,509	98,026	-	-
28. COUNTY APPROPRIATIONS	14,240	7,032	23,088	3,837	-
29. USE OF FUND BALANCE	-	-	-	-	-

Annual Budget for Comprehensive Local Health Services

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/17 to 09/30/18	338	341	345	605	704
	IMMUNIZATION/ VACCINE HANDLING	INFECTIOUS DISEASE	LEAD TESTING	GENERAL ENVIRO. HEALTH	FOOD PROTECTION
AMENDMENT #2 EXPENDITURE CATEGORY:					
1. SALARIES & WAGES	46,107	82,916	4,153	338,111	206,661
2. FRINGE BENEFITS	27,654	36,380	1,094	131,094	63,529
3. CAP EXP FOR EQUIP & FAC		-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-	-
6. SUPPLIES	500	35,750	80	5,100	2,000
7. TRAVEL	400	1,500	110	27,000	16,000
8. COMMUNICATIONS	1,900	450	75	2,000	2,000
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-	-
10. SPACE COSTS	-	-	-	-	-
11. ALL OTHERS (ADP & MISC.)	2,625	23,363	10	24,920	37,097
12. TOTAL DIRECT EXPENDITURES	79,186	180,359	5,522	528,225	327,287
13. ADMINISTRATIVE INDIRECT EXP	15,586	25,207	1,109	99,143	57,091
21.13%					
15. TOTAL DIRECT & ADM EXP	94,772	205,566	6,631	627,368	384,378
16. OTHER COST DISTRIBUTIONS:					
Prevention Serv. Administration	6,609	9,828	470		
Comm Health Administration		2,358			
Immunization Distribution	400,000			-	
CSHCS Distribution	-				
General Environmental Distribution	-			(588,988)	
Breastfeeding Distribution					
Space Allocation	2,545	2,591	54	23,448	12,953
17. TOTAL EXPENDITURES	503,926	220,343	7,155	61,828	397,331
Exclusion Items:					
18. FEES 1ST & 2ND PARTY	-	1,200	-	9,650	224,000
19. FEES & COLLECTIONS 3RD PARTY	74,000	47,350	-	-	-
20. FED/STATE FUNDING (NON-MDCH)			1,500	10,375	
21. LOCAL (NON-LPHO)	-	-	-	-	-
MATCH FOR FULL COST REIMB.	-	-	-	-	-
OTHER	45,000	-	-	1,250	-
	-	-	-	-	-
	-	-	-	-	-
22. OTHER NON-LPHO	-	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-	-
VFC Visits	9,450	-	-	-	-
Care Coordination					
Nurse Ed	4,350				
MCH Block Grant	-	-	-	-	-
State Allocation	30,659	-	-	-	-
25. TOTAL MDCH - CPBC	44,459	-	-	-	-
26. TOTAL EXCLUSIONS:	163,459	48,550	1,500	21,275	224,000
Net Allowable Expenditures					
27. NET ALLOWABLE EXPENDITURES	340,467	171,793	5,655	40,553	173,331
27. STATE ELPHS	165,117	141,078	-	-	133,033
28. COUNTY APPROPRIATIONS	175,350	30,715	5,655	40,553	40,298
29. USE OF FUND BALANCE	-	-	-	-	-

Annual Budget for Comprehensive Local Health Services

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/17 to 09/30/18	714	721	745	GRAND
AMENDMENT #2 EXPENDITURE CATEGORY:	ONSITE SEWAGE DISPOSAL	DRINKING WATER SUPPLY	TYPE II WATER	TOTAL
1. SALARIES & WAGES			40,005	2,456,667
2. FRINGE BENEFITS			24,106	1,071,549
3. CAP EXP FOR EQUIP & FAC	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	823,403
5. OTHER EXPENSES:	-	-	-	-
6. SUPPLIES	-	-	730	372,684
7. TRAVEL	-	-	2,400	111,267
8. COMMUNICATIONS	-	-	300	71,382
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-
10. SPACE COSTS	-	-	-	325,507
11. ALL OTHERS (ADP & MISC.)	-	-	25	947,272
12. TOTAL DIRECT EXPENDITURES	-	-	67,566	6,179,731
13. ADMINISTRATIVE INDIRECT EXP	-	-	13,547	-
21.13%				-
15. TOTAL DIRECT & ADM EXP	-	-	81,113	6,179,731
16. OTHER COST DISTRIBUTIONS:				-
Prevention Serv. Administration				-
Comm Health Administration				-
Immunization Distribution				-
CSHCS Distribution				-
General Environmental Distribution	294,494	294,494		-
Breastfeeding Distribution				-
Space Allocation	-	-	699	-
17. TOTAL EXPENDITURES	294,494	294,494	81,812	6,179,731
				-
				-
Exclusion Items:				-
18. FEES 1ST & 2ND PARTY	91,000	117,000	-	492,580
19. FEES & COLLECTIONS 3RD PARTY	-	-	-	283,425
20. FED/STATE FUNDING (NON-MDCH)	23,160	1,400	49,210	1,709,770
21. LOCAL (NON-LPHO)	-	-	-	-
MATCH FOR FULL COST REIMB.	-	-	-	94,160
OTHER	8,100	-	-	422,057
	-	-	-	-
	-	-	-	-
	-	-	-	-
22. OTHER NON-LPHO	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-
VFC Visits	-	-	-	9,450
Care Coordination				61,500
Nurse Ed				4,350
MCH Block Grant	-	-	-	94,409
State Allocation	-	-	-	1,436,599
	-	-	-	-
25. TOTAL MDCH - CPBC	-	-	-	1,606,308
26. TOTAL EXCLUSIONS:	122,260	118,400	49,210	4,608,300
Net Allowable Expenditures				-
				-
27. NET ALLOWABLE EXPENDITURES	172,234	176,094	32,602	1,571,431
27. STATE ELPHS	164,284	146,513	-	945,069
28. COUNTY APPROPRIATIONS	7,950	29,581	32,602	626,362
29. USE OF FUND BALANCE	-	-	-	-

**BRANCH-HILLSDALE-ST. JOESPH
COMMUNITY HEALTH AGENCY**

TOTAL REVENUES:

	TOTAL EXPENSES		State/Federal	ELPHS	COUNTY APPROP.	FEEES OTHER	USE OF FUND BALANCE
OCTOBER 2017 - SEPTEMBER 2018	\$ 6,179,731.00	\$ 3,316,078	\$ 945,069	\$ 720,522	\$ 1,198,062	\$ -	
		53.7%	15.3%	11.7%	19.4%	0%	
AMENDED BUDGET #2	<u>TOTAL EXPENSES:</u>						
	\$ 6,179,731						Fund Balance Used for Operations \$ -
OTHER:							
Salary/Fringe Payoff	\$ 70,000					\$ 70,000	
Capital Improvements	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Dental Clinic - St. Joseph Co.	\$ 33,300	\$ -	\$ -	\$ -	\$ -	\$ 33,300	\$ -
Dental Clinic - Hillsdale Co.	\$ 9,683	\$ -	\$ -	\$ -	\$ -	\$ 9,683	\$ -
TOTAL	\$ 212,983	\$ -	\$ -	\$ -	\$ -	\$ 212,983	\$ -
CORE SUPPORT SERVICES:							
General Administration	\$ 192,520	\$ -	\$ -	\$ 139,273	\$ 53,247	\$ -	\$ -
Area Agency on Aging	\$ 1,174,548	\$ 1,143,206	\$ -	\$ -	\$ 31,342	\$ -	\$ -
Senior Reach	\$ 17,545	\$ -	\$ -	\$ -	\$ 17,545	\$ -	\$ -
Aging Mastery	\$ 2,338	\$ -	\$ -	\$ -	\$ 2,338	\$ -	\$ -
Emergency Preparedness (Oct. - June)	\$ 113,618	\$ 100,173	\$ -	\$ 13,445	\$ -	\$ -	\$ -
Emergency Preparedness (July - Sept)	\$ 38,341	\$ 32,241	\$ -	\$ 6,100	\$ -	\$ -	\$ -
TOTAL CORE SUPPORT	\$ 1,538,910	\$ 1,275,620	\$ -	\$ 158,818	\$ 104,472	\$ -	\$ -
PREVENTION SERVICES:							
Outbreak Response - Hep A	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
Medicaid Enrollment (OR)	\$ 104,908	\$ 52,454	\$ -	\$ 52,454	\$ -	\$ -	\$ -
WIC Breastfeeding	\$ 78,535	\$ 78,535	\$ -	\$ -	\$ -	\$ -	\$ -
WIC - Women, Infants, & Children	\$ 911,664	\$ 894,164	\$ -	\$ -	\$ 17,500	\$ -	\$ -
CSHCS Medicaid Outreach	\$ 77,487	\$ 28,465	\$ -	\$ 49,022	\$ -	\$ -	\$ -
MCH Enabling Women	\$ 53,387	\$ 53,387	\$ -	\$ -	\$ -	\$ -	\$ -
Immunization IAP (Private)	\$ 669,811	\$ 472,692	\$ -	\$ 24,044	\$ 173,075	\$ -	\$ -
Children's Special Health Care Services	\$ 184,500	\$ 174,500	\$ -	\$ -	\$ 10,000	\$ -	\$ -
School Vision	\$ 76,749	\$ -	\$ 48,509	\$ 14,240	\$ 14,000	\$ -	\$ -
School Hearing	\$ 67,541	\$ -	\$ 48,509	\$ 7,032	\$ 12,000	\$ -	\$ -
STD Prevention & Control	\$ 121,814	\$ -	\$ 98,026	\$ 23,088	\$ 700	\$ -	\$ -
HIV Prevention & Control	\$ 24,837	\$ 21,000	\$ -	\$ 3,837	\$ -	\$ -	\$ -
MCH Public Hlt Function & Infra	\$ 41,022	\$ 41,022	\$ -	\$ -	\$ -	\$ -	\$ -
Immunization Vaccine Handling (Gov't)	\$ 503,926	\$ 44,459	\$ 165,117	\$ 175,350	\$ 119,000	\$ -	\$ -
Infectious Disease	\$ 220,343	\$ -	\$ 141,078	\$ 30,715	\$ 48,550	\$ -	\$ -
Lead Testing	\$ 7,155	\$ 1,500	\$ -	\$ 5,655	\$ -	\$ -	\$ -
TOTAL PREVENTION	\$ 3,163,679	\$ 1,882,178	\$ 501,239	\$ 385,437	\$ 394,825	\$ -	\$ -
HEALTH PROMOTION:							
Tobacco Reduction	\$ 37,337	\$ 30,000	\$ -	\$ 7,337	\$ -	\$ -	\$ -
Workforce Development	\$ 50,070	\$ 44,135	\$ -	\$ 5,935	\$ -	\$ -	\$ -
Tel-A-Health, Coldwater	\$ 43,777	\$ -	\$ -	\$ 10,377	\$ 33,400	\$ -	\$ -
Sturgis Hospital	\$ 3,016	\$ -	\$ -	\$ 1,634	\$ 1,382	\$ -	\$ -
TOTAL HEALTH PROMOTION	\$ 134,200	\$ 74,135	\$ -	\$ 25,283	\$ 34,782	\$ -	\$ -
ENVIRONMENTAL HEALTH PROTECTION							
General Environmental Health	\$ 61,828	\$ 10,375	\$ -	\$ 40,553	\$ 10,900	\$ -	\$ -
Food Protection	\$ 397,331	\$ -	\$ 133,033	\$ 40,298	\$ 224,000	\$ -	\$ -
Onsite Sewage	\$ 294,494	\$ 23,160	\$ 164,284	\$ 7,950	\$ 99,100	\$ -	\$ -
Drinking Water Supply	\$ 294,494	\$ 1,400	\$ 146,513	\$ 29,581	\$ 117,000	\$ -	\$ -
Type II Water	\$ 81,812	\$ 49,210	\$ -	\$ 32,602	\$ -	\$ -	\$ -
TOTAL ENVIRONMENTAL HEALTH	\$ 1,129,959	\$ 84,145	\$ 443,830	\$ 150,984	\$ 451,000	\$ -	\$ -

**BRANCH-HILLSDALE-ST. JOESPH
COMMUNITY HEALTH AGENCY**

OCTOBER 2017- SEPTEMBER 2018

TOTAL EXPENSES

AMENDED BUDGET #2 5/24/2018	AMENDED BUDGET #1 FY17-18	AMENDED BUDGET #2 FY17-18	DIFFERENCE
\$	6,057,724	\$ 6,179,731	\$ 122,007
\$	-	\$ -	
<u>OTHER:</u>			
Salary/Fringe Payoff		\$ 70,000	\$ 70,000
Capital Improvements	\$ 100,000	\$ 100,000	\$ -
Dental Clinic - St.Joseph Co.	\$ 33,300	\$ 33,300	\$ -
Dental Clinic - Hillsdale Co.	\$ 9,683	\$ 9,683	\$ -
TOTAL	\$ 142,983	\$ 212,983	\$ 70,000
<u>CORE SUPPORT SERVICES:</u>			
General Administration	\$ 178,869	\$ 192,520	\$ 13,651
Area Agency on Aging	\$ 1,186,318	\$ 1,174,548	\$ (11,770)
Senior Reach	\$ 12,011	\$ 17,545	\$ 5,534
Aging Mastery	\$ 10,000	\$ 2,338	\$ (7,662)
Emergency Preparedness (Oct.-June)	\$ 118,838	\$ 113,618	\$ (5,220)
Emergency Preparedness (July - Sept.)		\$ 38,341	\$ 38,341
TOTAL CORE SUPPORT	\$ 1,506,036	\$ 1,538,910	\$ 32,874
<u>PREVENTION SERVICES:</u>			
Outbreak Response - Hep A		\$ 20,000	\$ 20,000
Medicaid Outreach	\$ 134,035	\$ 104,908	\$ (29,127)
WIC - Breastfeeding	\$ 78,535	\$ 78,535	\$ -
WIC - Women, Infants, & Children	\$ 914,838	\$ 911,664	\$ (3,174)
CSHCS Medicaid Outreach	\$ 40,897	\$ 77,487	\$ 36,590
MCH Enabling Women	\$ 62,905	\$ 53,387	\$ (9,518)
Immunization Clinics	\$ 1,140,691	\$ 1,173,737	\$ 33,046
Children's Special Health Care Services	\$ 189,000	\$ 184,500	\$ (4,500)
School Vision & Hearing Clinics	\$ 153,234	\$ 144,290	\$ (8,944)
STD Prevention & Control	\$ 120,867	\$ 121,814	\$ 947
HIV Prevention & Control	\$ 27,023	\$ 24,837	\$ (2,186)
MCH Public Hlt Function & Infra	\$ 52,045	\$ 41,022	\$ (11,023)
Infectious Disease	\$ 216,718	\$ 220,343	\$ 3,625
Lead Testing	\$ 21,157	\$ 7,155	\$ (14,002)
TOTAL PREVENTION	\$ 3,151,945	\$ 3,163,679	\$ 11,734
<u>HEALTH PROMOTION:</u>			
Tobacco Control	\$ 36,349	\$ 37,337	\$ 988
Workforce Development	\$ 54,986	\$ 50,070	\$ (4,916)
Tel-A-Health, Coldwater	\$ 41,442	\$ 43,777	\$ 2,335
Sturgis Hospital	\$ 2,843	\$ 3,016	\$ 173
TOTAL HEALTH PROMOTION	\$ 135,620	\$ 134,200	\$ (1,420)
<u>ENVIRONMENTAL HEALTH PROTECTION</u>			
General Environmental Health	\$ 62,274	\$ 61,828	\$ (446)
Food Protection	\$ 396,984	\$ 397,331	\$ 347
Onsite Sewage	\$ 296,620	\$ 294,494	\$ (2,126)
Drinking Water Supply	\$ 296,620	\$ 294,494	\$ (2,126)
Type II Water	\$ 68,642	\$ 81,812	\$ 13,170
TOTAL ENVIRONMENTAL HEALTH	\$ 1,121,140	\$ 1,129,959	\$ 8,819



"Your Local
Health Department"

Branch - Hillsdale - St. Joseph Community Health Agency

570 N. Marshall Road
Coldwater, MI 49036
(517) 279-9561
Fax (517) 278-2923

20 Care Drive
Hillsdale, MI 49242
(517) 437-7395
Fax (517) 437-0166

1110 Hill Street
Three Rivers, MI 49093
(269) 273-2161
Fax (269) 273-2452

www.bhsj.org

Request for Local Appropriation Increase

Current year (2018) per capita allocation: \$4.87

Proposed increase per capita: \$0.15

Proposed 2019 per capita allocation: \$5.02

Justification for increase:

- The Agency is below the fund balance (FB) floor defined in the FB resolution adopted on 4/26/2016. There are limited dollars available to grow the FB after our normal expenditure obligations are met throughout a fiscal year.
- MERS defined benefit costs are increasing.
- Future health insurance costs are unknown at this time.
- \$44,135 Workforce Development grant ending on 9/30/2018.
- \$20,000 Hepatitis A Response Grant renewal undetermined.
- Approximately \$60,000 WIC funding cut beginning in next fiscal year (11/1/2018 precisely). The state WIC program has advised that they will be enforcing the rule on participation, which they haven't done the last few years.

**Branch-Hillsdale-St.Joseph Community Health Agency
Appropriations History**

Year	Per Capita - Based on Calendar Year	Branch	Hillsdale	St. Joseph	Total	Total Agency		Prior Year Increase (Decrease)
						Budget	% to Budget	
2005		273608	278231	372514	924353	5869966	15.75%	\$ 11,411.00
2006		277028	281708	377172	935908	6600370	14.18%	\$ 11,555.00
2007		281877	286635	383772	952284	6865897	13.87%	\$ 16,376.00
2008		284871	293592	390487	968950	7205684	13.45%	\$ 16,666.00
2009		293417	302392	402201	998010	7739501	12.90%	\$ 29,060.00
2010		275812	284255	378069	938136	7131289	13.16%	\$ (59,874.00)
2011		248241	268655	340262	857158	7210148	11.89%	\$ (80,978.00)
2012	5.15	219482	240443	324470	784395	5991536	13.09%	\$ (72,763.00)
2013	4.42	188371	206360	270923	*665,654	6000892	10.93%	\$ (128,741.00)
2014	4.42	188371	206360	270923	*665,654	6174625	10.62%	\$ -
2015	4.42	188371	206360	270923	*665,654	6031609	10.87%	\$ -
2016	4.57	194764	213364	280118	688246	5926003	11.61%	\$ 22,592.00
2017	4.72	201157	220367	289312	710836	6052032	11.75%	\$ 22,590.00
2018	4.87	207550	227371	298506	733427	6081668	12.06%	\$ 22,590.56
2019	5.02	213943	234374	307700	756017			\$ 22,590.15 **
2020	5.17	220335	241377	316895	778607			\$ 22,590.46 **

* Maintenance of Effort (Minimum State Allowed)

** If granted additional \$.15 per capita annually

**Branch-Hillsdale-St.Joseph Community Health Agency
Possible Increases for 2019/2020**

County	Population *Based on 2010 Census*	Current Per Capita	Current Allocation	Increase (Per Capita)	Increase (Total \$ Amount)	Proposed	
						Allocation	Increase
Branch	42,618	4.87	\$ 207,550	0.15	\$ 6,393	\$ 213,943	3.08%
Hillsdale	46,688	4.87	\$ 227,371	0.15	\$ 7,003	\$ 234,374	3.08%
St.Joseph	61,295	4.87	\$ 298,506	0.15	\$ 9,194	\$ 307,700	3.08%
Total	150,601		\$ 733,427		\$ 22,590	\$ 756,017	

County	Allocations	Per Capita
Barry Eaton	\$ 1,163,301.50	\$ 6.96
Benzie Leelanau	\$225,102 - \$310,701	\$ 7.91
Branch Hillsdale St. Joseph	\$ 710,836.00	\$ 4.68
Central MI Dist	\$ 1,244,048.60	\$ 6.52
Delta-Menominee	\$ 409,891.00	\$ 6.77
Dickinson Iron	\$ 221,420.00	\$ 5.86
Dist 2	\$ 457,472.60	\$ 8.15
Dist 4	\$ 615,815.00	\$ 7.80
Dist 10	\$ 2,870,912.55	\$ 11.01
Mid Michigan	\$ 1,115,478.00	\$ 6.15
Northwest MI	\$ 1,063,870.00	\$ 10.00
Van Buren/Cass Dist	\$ 498,969.00	\$ 3.72

*Source: VanBuren/Cass Dist

*For FY 2016/17

TEMPORARY FOOD LICENSE POLICY

The Branch-Hillsdale-St. Joseph Community Health Agency (BHSJCHA) strives to accommodate temporary food applicants with timely permitting and inspection. Many temporary food operations take place outside of regular business hours; therefore, to accommodate our clients efficiently, we need to have as much advance notice as possible so our staff can make arrangements to adjust work schedules.

To facilitate this, the following policy has been established:

1. Application Receipt
 - a. applications must be received at the Health Department **10 calendar days** prior to the event
 - b. applications received less than **10 calendar days** prior to the event but more than **2 business days** will be assessed the late fee as published in the fee schedule
 - c. applications received less than **2 business days** prior to the event, by mail or in person, **will not be licensed and may not operate.**
2. Inspection Time
 - a. "Serving Start Time" on the application must reflect when the operation will be **set up and ready for inspection**
 - b. a BHSJCHA food staff member will contact the applicant in advance to verify this time
 - c. operations not set-up and ready for inspection at the agreed upon "Serving Start Time" will not be licensed and will not be allowed to operate
 - d. an applicant is not eligible for a refund of the license fee
3. Non-Profits
 - a. BHSJCHA offers a discounted fee for non-profits
 - b. Beginning, January 1, 2019, applicants requesting the non-profit discounted fee must provide written documentation that demonstrates they meet requirements for non-profits established by the internal revenue code at the time of application.



Director of Programs
Tel: (269) 441-1336
Email: charlesa@caascsm.org

Date: May 16, 2018 (Updated May 17, 2018)
To: BHSJ CHA Board of Health – Program, Policy & Appeals Committee
From: Chuck Asher, Director of Programs, CA
Re: Branch County Congregate Meal Program Enhancement

As you know Community Action is serving Congregate Meals for older adults in Branch County four days each week at Coldwater Church of Christ. We feel that this site serves the greater Coldwater area but would like to expand the Congregate Meal Program and increase dining options throughout the county by initiating a voucher program for Congregate Meals. The idea of a voucher program came from previous discussions with AAA staff and a review of other options provided in other counties. We would like to begin a restaurant voucher congregated meal option as soon as possible. After discussing a timeline with AAA staff, we have selected June 1st as our target date. Your review and input regarding the program enhancement is appreciated.

The restaurant voucher congregated meal enhancement will not change the total contract units or the cost per unit reimbursement to Community Action. We see the restaurant voucher meal option increasing options and serving a larger geographic portion of the County. It would create new avenues for private/public partnership between Community Action and the business community as well.

We have reviewed congregated voucher programs in other communities and are modeling our proposal closely after the one offered in St. Joseph County. We would meet all required state and federal meal program standards and keep the same donation request of \$3.00/meal. Currently, we have two restaurants in Union City that are interested, including Broadway Grill and The Bucket. Restaurants that would like to participate would need to demonstrate that they can meet the health department and federal/state standards. We also plan to recruit and add restaurants in other areas of the county to more comprehensively serve Branch County.

The current contract for 4,000 congregated meals will remain in place. Under the voucher plan an eligible participant could receive seven meal vouchers per month. We anticipate serving 40-50 people through this program each month, for a total monthly circulation of 280-350 vouchers/month. Registration would be done at our



Director of Programs
Tel: (269) 441-1336
Email: charlesa@caascsm.org

Branch County Office or by appointment. We estimate that approximately 75% of these vouchers will be redeemed before they expire. We will be evaluating and possibly adjusting the amount of vouchers distributed each month in order to meet program/contract objectives. We also estimate that the voucher program will initially comprise of 7% of the congregate budget.

We have been closely monitoring the trends in service participation between Home Delivered and Congregate Meals. When final full-year funding for FY 2017-18 is announced, we will be working closely with AAA Staff to look at programmatic needs and access to services where it is needed to better align any available funds for Branch County meals. A Voucher Program will help us to offer more choice, to a wider audience within the community and give us a better chance to meet our contract obligations.

We appreciate the Program, Policy & Appeals Committee's time and review of our program enhancement. AAA Staff have advised us that the Committees' review and approval is required first, before a formal presentation to the full Board of Health. We will hope to see you at your May 24th Board Meeting. In the meantime, I'd be happy to answer any questions you may have by contacting me at the phone number or email noted above.

Update as of May 17, 2018:

We have determined to work on the restaurants in the areas outside of Coldwater first because we currently have a dining site in Coldwater to serve residents, and the outer county area does not have easy access to services. This will also allow Community Action time to work out the service option and learn how to best provide the service in an area of the county that will not have high volume originally. Our plan is to expand into all areas of the county, or at least approach potential restaurants in all areas of the county who can meet the requirements. This process will happen over time, but our plan would be to have at least one restaurant participating in Quincy, Union City and Coldwater by September.

We have received word that The Bucket will not be participating for personal reasons. We have identified two additional restaurants, one in Quincy and one in Bronson that we will be contacting in the next week.

We will attend the board meeting to answer any questions the board may have.

April-18

2017/18

YTD 2017/2018

YTD 2016/2017

	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total	BR	HD	TR	Total	
						AVERAGE FOR WIC 17/18					AVERAGE FOR WIC 16/17				
WIC PARTICIPATION/Average	1321	1107	764	1004	4196	1304.00	1133.00	759.00	1047.00	4243.00	1423.43	1190.14	1938.14	4551.71	
CHILD IMMUNIZATIONS															
Child Immunizations at CHA	240	120		57	417	1364	1011	0	670	3045	1993	1113	1094	4200	
Child Immunizations VFC Providers	1372	1036		1529	3937	12666	9742		16254	38662	12410	12245	20382	45037	
Total	1612	1156		1586	4354	14030	10753	0	16924	41707	14151	13188	21398	48737	
ADULT IMMUNIZATIONS															
Adult Immunizations at CHA	185	72		207	464	1463	422	47	714	2646	1296	305	365	1966	
TRAVEL VACCINATIONS															
Travel Immunizations	27				27	244	0	0	0	244	187	0	0	187	
COMMUNICABLE DISEASE															
STD treatments	0	0	2	0	2	18	18	2	24	62	36	7	59	102	
STD reports investigated	13	10	0	8	31	92	76	0	123	291	75	58	158	291	
CD # treated/ prophylaxis	0	1	0	0	1	0	1	0	0	1	0	3	0	3	
TB test + clients / prophylaxis seen	24	7	0	9	40	73	74	0	24	171	90	68	32	190	
HIV C & T	2	0	0	1	3	6	12	0	14	32	5	21	29	55	
ENROLLMENTS															
Medicaid (all) including Michild	0	0	0	3	3	14	0	0	30	44	12	0	47	59	
REFERRAL SERVICE															
Pregnancies referred	4	33	5	19	61	49	214	66	75	404	84	159	164	407	
MIHP referred	12	0	11	28	51	88	0	116	176	380	139	9	182	330	
H. Fam./ Begin., Fam. Success	18	0	0	0	18	84	0	0	0	84	159	0	0	159	
Free Clinics	1	0	0	0	1	6	1	0	0	7	17	4	20	41	

**Personal Health and Disease Prevention-Report to Board of Health
Month Ending April 2018**

Program	2017/18 March				2017/18 YTD				2016/17 YTD			
	B	HD	SJ	Total	B	HD	SJ	Total	B	HD	SJ	Total
Hearing Screens												
Pre-school	83	118	349	550	196	321	743	1260	400	598	957	1955
School Age	107	17	82	206	1224	974	2161	4359	1328	1034	2509	4871
Vision Screens												
Pre-school	93	132	379	604	202	302	821	1325	513	568	914	1995
School Age	207	22	394	623	3066	2533	5050	10649	3013	2626	4125	9764
Children's Special Health Care Services												
	B	HD	SJ	Total	B	HD	SJ	Total	B	HD	SJ	Total
Diagnostics	0	0	0	0	2	0	3	5	5	3	11	19
Assessments-Renewal	13	23	23	59	117	127	193	437	98	114	170	382
-New	10	3	7	20	44	36	48	128	29	36	56	121

Health Trends

Communicable Disease Reporting Branch County

Disease Category	April 2018	March 2018	February 2018	January 2018	2018 YTD	2017 YTD	2016 Total
HIV/AIDS	0	0	0	0	0	1	0
Amebiasis	0	0	0	0	0	7	0
Animal Bite	3	2	1	2	8	27	44
Babesiosis	0	0	0	0	0	0	1
Campylobacter	1	1	0	2	4	9	7
Chicken Pox	1	0	0	0	1	1	1
Chlamydia	10	18	6	22	56	126	95
Coccidioidomycosis	0	0	0	0	0	0	0
Colds W/O Fever	88	259	163	148	658	1465	1112
Creutzfeldt-Jakob Disease	0	0	0	0	0	0	0
Cryptococcosis	0	0	0	0	0	0	0
Cryptosporidiosis	1	0	0	0	1	0	1
Encephalitis - Primary	0	0	0	0	0	0	0
Encephalitis - St. Louis	0	0	0	0	0	0	0
E Coli 0157	0	0	0	0	0	0	0
Flu Like Disease	148	404	337	313	1202	1832	1295
GI Illness	445	643	740	652	2480	5329	3418
Giardiasis	0	0	0	0	0	4	0
Gonorrhea	3	0	1	1	5	16	11
Granuloma Inguinale	0	0	0	0	0	0	0
Guillain Bar	0	0	0	0	0	0	0
Head Lice	41	45	49	37	172	421	362
Hepatitis A	0	0	0	0	0	0	1
Hepatitis C - Chronic	1	0	2	1	4	32	40
Hepatitis C - Unknown	0	0	0	0	0	0	0
Hepatitis B - Acute	0	0	0	0	0	0	0
Hepatitis B - Chronic	0	0	0	0	0	1	3
Hepatitis C Acute	0	0	0	0	0	1	0
Histoplasmosis	0	0	0	0	0	0	0
H. Influenzae Disease - Inv.	0	0	0	0	0	0	0
Impetigo	3	3	1	5	12	24	32
Influenza	3	7	0	11	21	8	13
Novel Influenza	0	0	0	0	0	0	0
Kawasaki	0	0	0	0	0	0	0
Legionellosis	0	0	0	0	0	0	1
Lyme Disease	0	0	0	0	0	0	2
Malaria	0	0	0	0	0	0	0
Menengitis - Aseptic	0	0	0	0	0	0	0
Menengitis - Bacterial	0	0	0	0	0	1	0
Mononucleosis	0	4	5	2	11	64	56
Mumps	0	0	0	0	0	0	0
Mycobacterium - Other	0	0	0	1	1	3	7
Norovirus	0	0	0	0	0	1	0
Pertussis	0	0	0	0	0	1	0
Pink Eye	12	33	10	11	66	174	530
Rabies - Animal	0	0	0	0	0	0	0
Salmonellosis	1	0	0	0	1	6	5
Scabies	1	0	0	0	1	6	10
Shiga toxin-producing (STEC)	0	0	0	0	0	1	0
Shigellosis	0	0	0	0	0	0	0
Shingles	0	0	0	0	0	1	0
Strep pneumoniae, Drug	0	0	0	0	0	0	2
Strep Pneumonia Inv Ds.	0	0	0	0	0	1	2
Staph Infections	0	0	0	0	0	0	0
Strep Invasive Gp A	0	0	0	0	0	0	2
Strep Throat	31	108	124	89	352	1102	515
Syphilis - Laten	0	0	0	0	0	1	1
Syphilis	0	0	0	0	0	0	0
Trichinosis	0	0	0	0	0	0	0
Tuberculosis	0	0	0	0	0	0	0
Unusual Outbreak/Occurrence	0	0	0	0	0	0	2
Vacomycin-Inter. Staph. Aureus	0	0	0	0	0	0	0
Yersinia Enteritis	0	0	0	0	0	0	0
VZ Infection, Unspecified	0	0	0	0	0	0	1
West Nile Virus	0	0	0	0	0	0	0
Total Reportable	793	1527	1439	1297	5056	10666	7572

* < 5 cases



Health Trends

Communicable Disease Reporting Hillsdale County

Disease Category	April 2018	March 2018	February 2018	January 2018	2018 YTD	2017 YTD	2016 Total
HIV/AIDS	0	0	0	0	0	0	0
Animal Bite	1	3	5	2	11	65	62
Campylobacter	1	0	0	0	1	9	6
Chicken Pox	0	0	0	1	1	13	9
Chlamydia	4	12	12	4	32	85	96
Coccidioid	0	0	0	0	0	0	0
Colds W/O Fever	60	183	137	88	468	989	936
Creutzfeldt-Jakob Disease	0	0	0	0	0	0	0
Cryptococcosis	0	0	0	0	0	0	0
Cryptosporidiosis	0	1	0	0	1	1	7
Encephalitis - Primary	0	0	0	0	0	0	0
E Coli 0157	0	0	0	0	0	0	0
Flu like disease	122	321	569	253	1265	1506	709
GI Illness	226	337	257	228	1048	2126	1895
Giardiasis	0	0	0	0	0	0	1
Gonorrhea	2	3	0	1	6	5	5
Guillain Bar	0	0	0	0	0	0	0
H. Influenza Disease, Inv.	0	0	0	0	0	0	0
Head lice	2	26	11	35	74	171	191
Hemolytic Uremic Syndrome	0	0	0	0	0	1	1
Hepatitis A	0	0	0	0	0	2	1
Hepatitis B - Acute	0	0	0	0	0	1	0
Hepatitis B - Chronic	0	0	1	0	1	4	3
Hepatitis C	0	0	0	0	0	0	0
Hepatitis C Chronic	5	2	1	7	15	49	43
Hepatitis C Unknown	0	0	0	0	0	0	0
Hepatitis C Acute	0	0	0	0	0	2	0
Histoplasmosis	0	0	0	0	0	0	1
Impetigo	0	1	0	2	3	18	17
Influenza	12	13	21	10	56	18	16
Kawasaki	0	0	0	0	0	1	0
Legionellosis	0	0	0	0	0	2	1
Listeriosis	0	0	0	0	0	0	0
Lyme Disease	0	0	0	0	0	0	2
Menengitis - Aseptic	0	0	0	0	0	0	1
Menengitis - Bacterial	0	0	0	0	0	0	0
Meningococcal	0	0	0	0	0	0	0
Mononucleosis	2	4	1	1	8	14	15
Myobacterium - Other	0	0	0	0	0	4	1
Norovirus	0	0	0	0	0	0	0
Pertussis	0	0	0	0	0	2	2
Pink Eye	23	22	19	8	72	191	316
Rabies - Animal	0	0	0	0	0	0	0
Salmonellosis	0	0	0	0	0	7	19
Scabies	0	4	1	1	6	10	2
Shiga toxin-producing (STEC)	0	0	0	0	0	1	1
Shigellosis	0	0	0	0	0	1	0
Shingles	0	0	0	0	0	1	1
Staph Infections	0	0	0	0	0	0	0
Strep throat	67	96	94	48	305	588	264
Strp Inv GP A	0	0	0	1	1	1	2
Strep Pneum	0	0	0	2	2	10	4
Syphilis	0	0	0	0	0	2	0
Trachoma	0	0	0	0	0	0	0
Unusual Outbreach or Occurrence	0	0	0	9	9	1	0
WNV	0	0	0	0	0	0	0
VZ Infection - unspecified	0	0	0	0	0	5	2
West Nile Virus	0	0	0	0	0	2	0
Zika	0	0	0	0	0	0	1
Total Reportable	527	1028	1129	701	3385	5908	4633

* < 5 cases

Health Trends

Communicable Disease Reporting St. Joseph County

Disease Category	April 2018	March 2018	February 2018	January 2018	YTD 2018	2017 YTD	2016 Total
HIV/AIDS	0	1	0	0	1	3	*
Animal Bite	1	2	2	1	6	6	1
Blastomycosis	0	0	0	0	0	0	0
Brucellosis	0	0	0	0	0	2	0
Campylobacter	0	1	1	3	5	16	25
Chicken Pox	0	0	0	0	0	11	11
Chlamydia	19	9	11	19	58	189	200
Colds W/O Fever	129	247	186	56	618	2014	1665
Coccidioidomycosis	0	0	0	0	0	0	0
Cryptosporidiosis	0	0	0	0	0	4	2
Encephalitis - Primary	0	0	0	0	0	0	0
Encephalitis - Post Other	0	0	0	0	0	0	0
E Coli 0157	0	0	0	0	0	0	0
Flu like disease	290	621	1344	646	2901	2713	1538
GI Illness	241	444	566	226	1477	3764	3039
Giardiasis	0	0	0	0	0	5	6
Gonorrhea	1	1	3	2	7	36	26
Guillian-Barre Syndrome	0	0	0	0	0	0	0
H. Influenzae Disease Inv.	0	0	0	0	0	0	2
Head lice	40	56	52	31	179	651	668
Hemolytic Uremic Syndrome	0	0	0	0	0	0	0
Hepatitis A	0	0	0	0	0	2	1
Hepatitis B - Acute	0	0	0	0	0	1	0
Hepatitis B - Chronic	0	0	0	1	1	3	5
Hepatitis C Chronic	6	6	5	3	20	49	45
Hepatitis C Unknown	0	0	0	0	0	1	0
Hepatitis C Acute	0	0	0	0	0	0	1
Histoplasmosis	0	0	0	0	0	1	4
Impetigo	0	1	1	3	5	33	41
Influenza	5	16	17	40	78	53	27
Influenza, Novel	0	0	0	0	0	0	1
Listeriosis	0	0	0	0	0	0	0
Lyme Disease	0	0	0	0	0	2	4
Malaria	0	0	0	0	0	0	0
Menengitis - Aseptic	0	0	0	0	0	0	3
Menengitis - Bacterial	0	0	0	0	0	0	2
Meningococcal	0	0	0	0	0	0	0
Mono	0	2	1	2	5	32	23
Mumps	0	0	0	0	0	0	0
Mycobacterium - Other	0	0	0	0	0	3	1
Norovirus	0	0	0	0	0	25	0
Pertussis	0	0	0	0	0	0	1
Pink Eye	18	34	23	12	87	437	515
Rabies- Animal	0	0	0	0	0	0	0
Rickettsial Dis. - Spotted	0	0	0	0	0	0	0
Salmonellosis	0	0	0	0	0	13	7
Scabies	0	1	0	2	3	11	11
Shiga Toxin-prod. (STEC)	0	0	0	0	0	0	0
Shingles	0	0	0	0	0	0	0
Shigellosis	0	0	0	0	0	1	0
Strep Pneumo, Drug Resistant	0	0	0	0	0	0	0
Strep Pneumonia Inv. Dis.	0	0	0	1	1	4	10
Strep disorder Inv. Grp. A	0	0	0	0	0	1	1
Strep throat	55	150	106	32	343	1139	809
Syphilis- Early Latent	0	0	0	0	0	0	3
Syphilis - Late Latent	0	0	0	0	0	1	1
Syphilis - Primary	0	0	0	0	0	1	0
Tuberculosis	0	0	0	0	0	0	0
Unusual Outbreak/Occurrence	0	0	0	0	0	29	2
Vibriosis	0	0	0	0	0	0	0
West Nile Virus	0	0	0	0	0	0	0
VZ Infection, Unspecified	0	0	0	1	1	1	1
Zika	0	0	0	0	0	0	1
Monthly total	805	1592	2318	1081	5796	11257	8703

* < 5 cases

**Branch-Hillsdale-St. Joseph Community Health Agency
Environmental Public Health Services
Report for the May 24, 2018 Board of Health Meeting
Prepared by Paul Andriacchi R.E.H.S, Director of Environmental Health**

Food Service Sanitation

The food staff has been busy with the food license renewal process. Most of our operators are very good at getting their license applications back in a timely manner but we are always challenged with tracking down a number of operators at the last minute with phone call and in person reminders to ensure they get their license renewed. We had one situation this year where even after several phone conversations and personal visits to the establishment, the owner did not provide the license renewal application and associated fee so we were forced to close the establishment due to a lack of a food license.



Well & On-Site Sewage

Well and septic system applications have been coming in at a very fast pace in St. Joseph County since the weather has broken. The numbers have not reflected that yet in the monthly statistics, however, the heavy influx of work will show up in the coming months. Branch and Hillsdale counties seem to be staying at a very steady pace as reflected from the numbers from 2016/2017.

General Programs

Spring has arrived and with that we are starting to get busy with the seasonal operations such as outdoor swimming pools and campgrounds. Our Type II community water coordinator gets very busy this time of year working with the campgrounds as they go through the process of re-opening their water systems. Any water system that is shut down over the winter months must go through a process called seasonal start-up which requires chlorinating (disinfecting) the water system, sampling the system after disinfection and completing an associate set of paperwork.

We will also be starting some of our annual long-term water sampling that we have contracted to do for the DEQ as well as our inspections of septage hauler trucks and septage disposal sites.

EH Service Statistics Report

BRANCH - HILLSDALE - ST. JOSEPH COMMUNITY HEALTH AGENCY

ENVIRONMENTAL HEALTH SERVICE REPORT 2017/2018

	APRIL				YTD 2017/2018				YTD 2016/2017			
	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL
WELL/SEWAGE SYSTEM EVAL.	-	-	4	4	3	1	7	11	11	1	7	19
CHANGE OF USE EVALUATIONS - FIELD	3	4	8	15	11	12	32	55	5	21	25	51
CHANGE OF USE EVALUATIONS - OFFICE	3	-	2	5	19	-	18	37	15	-	27	42
ON-SITE SEWAGE DISPOSAL												
PERMITS NEW CONSTRUCTION	4	7	4	15	20	25	36	81	19	33	50	102
REPAIR/REPLACEMENT	8	4	12	24	34	23	39	96	34	32	58	124
VACANT LAND EVALUATION	-	-	7	7	2	2	19	23	-	7	10	17
PERMITS DENIED	-	-	-	-	-	-	-	-	-	-	1	1
TOTAL	12	11	23	46	56	50	94	200	53	72	119	244
SEWAGE PERMITS INSPECTED	13	11	10	34	43	53	64	158	50	50	65	165
WELL PERMITS ISSUED	15	18	22	55	80	76	119	275	75	78	125	278
WELL PERMITS INSPECTED	12	8	5	25	78	65	94	237	75	68	69	198
FOOD SERVICE INSPECTION												
PERMANENT	24	22	50	96	153	166	210	529	164	160	229	553
NEW OWNER / NEW ESTABLISHMENT	-	3	2	5	7	7	6	20	2	5	7	14
FOLLOW-UP INSPECTION	2	-	2	4	10	14	18	42	19	6	18	43
TEMPORARY	-	-	7	7	7	13	21	41	12	8	23	43
MOBILE/STFU	-	2	1	3	2	12	2	16	-	8	3	11
PLAN REVIEW APPLICATIONS	-	2	-	2	1	5	6	12	5	2	1	8
FOOD RELATED COMPLAINTS	-	-	-	-	6	3	2	11	5	1	7	13
FOODBORNE ILLNESS INVESTIGATED	-	-	-	-	-	-	1	1	-	-	-	-
FOOD CLASSES												
MANAGEMENT CERTIFICATION CLASS	na/	n/a	n/a	17	n/a	n/a	n/a	125	n/a	n/a	n/a	36
FOOD HANDLERS CLASS	n/a	n/a	n/a	-	n/a	n/a	n/a	-	n/a	n/a	n/a	-
METH LAB REFERRALS	-	-	1	1	-	1	2	3	5	-	10	15
METH LAB LETTERS SENT	-	-	-	-	-	1	-	1	2	-	3	5
CAMPGROUND INSPECTION	-	-	-	-	-	-	-	-	-	-	-	-
NON-COMM WATER SUPPLY INSP.	2	-	1	3	2	1	3	6	15	6	7	28
SWIMMING POOL INSPECTION	-	-	-	-	10	4	-	14	10	8	9	27
PROPOSED SUBDIVISION REVIEW	-	-	-	-	-	-	-	-	-	-	-	-
SEPTIC TANK CLEANER	-	-	-	-	1	-	1	2	3	-	-	3
DHS LICENSED FACILITY INSP.	3	-	3	6	17	28	35	80	18	32	21	71
COMPLAINT INVESTIGATIONS	1	3	3	7	7	13	16	36	10	13	9	32
LONG TERM MONITORING	-	-	-	-	-	-	4	4	-	-	5	5
BODY ART FACILITY INSPECTIONS	-	-	-	-	2	3	1	7	2	4	1	7

Branch-Hillsdale-St Joseph Food Establishment Inspection Report

For Date Range: 04/01/2018 - 04/30/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
LUIGI'S PIZZA	LITCHFIELD	04/10/18	CONSULT		0	
SPORTMAN'S BAR & GRILL	COLDWATER	04/11/18	CONSULT		0	
NUERO VALLARTA BAR AND GRILL	COLDWATER	04/03/18	CONSULT	1 7	0	3
BREWSTER'S	THREE RIVERS	04/30/18	ENFORCEMENT A		0	
BEN'S SOFT PRETZELS	JONESVILLE	04/10/18	PREOPENING/NEV	0 0	0	1
DRAFT HORSE DINER	LITCHFIELD	04/06/18	PREOPENING/NEV	0 0	0	3
SALLY JO'S ICE CREAM SHOPPE	STURGIS	04/06/18	PREOPENING/NEV	0 0	0	1
YESTERDAY'S DINER	LITCHFIELD	04/06/18	PREOPENING/NEV	0 0	0	3
SUBWAY	THREE RIVERS	04/17/18	PREOPENING/NEV	0 1	0	1
ADDISON GUN CLUB	ADDISON	04/25/18	ROUTINE/FULL	0 0	0	0
BRONSON DISTRICT - CHICAGO ST SCHC	BRONSON	04/11/18	ROUTINE/FULL	0 0	0	0
BURGER KING #2728	STURGIS	04/23/18	ROUTINE/FULL	0 0	0	1
CARL' S CATERING	WHITE PIGEON	04/26/18	ROUTINE/FULL	0 0	0	0
CENTREVILLE ELEMENTARY	CENTREVILLE	04/23/18	ROUTINE/FULL	0 0	0	0
CENTREVILLE HIGH SCHOOL	CENTREVILLE	04/23/18	ROUTINE/FULL	0 0	0	0
COACH EBY YOUTH & FAMILY CENTER	COLDWATER	04/27/18	ROUTINE/FULL	0 0	0	0
COFFEE CUP DINER	HILLSDALE	04/16/18	ROUTINE/FULL	0 0	0	1
COLDWATER CINEMAS	COLDWATER	04/16/18	ROUTINE/FULL	0 0	0	0
COLON HIGH SCHOOL	COLON	04/26/18	ROUTINE/FULL	0 0	0	0
CONGRESS SCHOOL	STURGIS	04/18/18	ROUTINE/FULL	0 0	0	1
CONSTANTINE HIGH SCHOOL	CONSTANTINE	04/11/18	ROUTINE/FULL	0 0	0	0
CONSTANTINE MIDDLE SCHOOL	CONSTANTINE	04/16/18	ROUTINE/FULL	0 0	0	0
DAVIS MIDDLE SCHOOL	HILLSDALE	04/16/18	ROUTINE/FULL	0 0	0	0
DR. ROBERT W. BROWNE RECREATION C	COLDWATER	04/30/18	ROUTINE/FULL	0 0	0	0
DUTCH COUNTRY KITCHEN	BRONSON	04/24/18	ROUTINE/FULL	0 0	0	0
EASTSIDE ELEM SCHOOL	CONSTANTINE	04/18/18	ROUTINE/FULL	0 0	0	0
EASTWOOD SCHOOL	STURGIS	04/24/18	ROUTINE/FULL	0 0	0	0
ENRICHMENT CENTER	STURGIS	04/24/18	ROUTINE/FULL	0 0	0	1
FIRST CONGREGATIONAL CHURCH	BRONSON	04/04/18	ROUTINE/FULL	0 0	0	0
HILLSDALE HIGH SCHOOL	HILLSDALE	04/16/18	ROUTINE/FULL	0 0	0	1
HIP PADDER'S CATERING	STURGIS	04/09/18	ROUTINE/FULL	0 0	0	0
JEROLENE ELEMENTARY	STURGIS	04/18/18	ROUTINE/FULL	0 0	0	0

Branch-Hillsdale-St Joseph Food Establishment Inspection Report

For Date Range: 04/01/2018 - 04/30/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
JIMI JO'S ICE CREAM SHOPPE	STURGIS	04/05/18	ROUTINE/FULL	0 0	0	1
JONESVILLE HIGH SCHOOL	JONESVILLE	04/09/18	ROUTINE/FULL	0 0	0	0
JONESVILLE MIDDLE SCHOOL	JONESVILLE	04/11/18	ROUTINE/FULL	0 0	0	0
KLINES RESORT	THREE RIVERS	04/20/18	ROUTINE/FULL	0 0	0	0
LAKE AREA CHRISTIAN SCHOOL	STURGIS	04/26/18	ROUTINE/FULL	0 0	0	0
LEONIDAS SCHOOL	LEONIDAS	04/30/18	ROUTINE/FULL	0 0	0	0
LINCOLN ELEMENTARY SCHOOL	COLDWATER	04/13/18	ROUTINE/FULL	0 0	0	0
LINCOLN LEARNING CENTER (BRANCH K	COLDWATER	04/13/18	ROUTINE/FULL	0 0	0	0
MENDON GRADE SCHOOL	MENDON	04/19/18	ROUTINE/FULL	0 0	0	0
MESSIAH LUTHERAN CHURCH	CONSTANTINE	04/26/18	ROUTINE/FULL	0 0	0	0
NORTON ELEM	THREE RIVERS	04/10/18	ROUTINE/FULL	0 0	0	0
ORDER OF EASTERN STARS	MENDON	04/19/18	ROUTINE/FULL	0 0	0	0
PITTSFORD AREA SCHOOLS	PITTSFORD	04/12/18	ROUTINE/FULL	0 0	0	0
RIVER LAKE INN	COLON	04/04/18	ROUTINE/FULL	0 0	0	0
RIVERSIDE CHURCH	THREE RIVERS	04/11/18	ROUTINE/FULL	0 0	0	0
RIVERSIDE ELEM SCHOOL	CONSTANTINE	04/11/18	ROUTINE/FULL	0 0	0	0
ROUGH DRAFT	HILLSDALE	04/09/18	ROUTINE/FULL	0 0	0	0
SKATE RANCH INC	COLDWATER	04/13/18	ROUTINE/FULL	0 0	0	0
ST MARY'S ASSUMPTION CHURCH & SCH	BRONSON	04/11/18	ROUTINE/FULL	0 0	0	0
ST. JOE. K OF C COUNCIL 13749	WHITE PIGEON	04/11/18	ROUTINE/FULL	0 0	0	0
ST. JOSEPH COUNTY COA @ KLINE'S RE	THREE RIVERS	04/20/18	ROUTINE/FULL	0 0	0	0
ST. JOSEPH COUNTY UNITED WAY	CENTREVILLE	04/21/18	ROUTINE/FULL	0 0	0	0
STABLES INC	QUINCY	04/27/18	ROUTINE/FULL	0 0	0	0
STURGIS ADULT ED	STURGIS	04/18/18	ROUTINE/FULL	0 0	0	0
STURGIS HIGH SCHOOL	STURGIS	04/24/18	ROUTINE/FULL	0 0	0	0
STURGIS YOUNG ADULTS	STURGIS	04/26/18	ROUTINE/FULL	0 0	0	0
SUBWAY #1951	COLDWATER	04/23/18	ROUTINE/FULL	0 0	0	0
SUBWAY #36290	COLDWATER	04/04/18	ROUTINE/FULL	0 0	0	0
TASTY TWIST	COLDWATER	04/12/18	ROUTINE/FULL	0 0	0	2
TERRY'S INC. DBA PIPER'S GRINDERS GA	STURGIS	04/05/18	ROUTINE/FULL	0 0	0	1
THE BUCKET INC	UNION CITY	04/19/18	ROUTINE/FULL	0 0	0	3
THREE RIVERS 6	THREE RIVERS	04/09/18	ROUTINE/FULL	0 0	0	0
THREE RIVERS MIDDLE SCHOOL	THREE RIVERS	04/13/18	ROUTINE/FULL	0 0	0	1
TOWN FRYER	CONSTANTINE	04/03/18	ROUTINE/FULL	0 0	0	0
TRINITY LUTHERAN CHURCH SCHOOL	STURGIS	04/09/18	ROUTINE/FULL	0 0	0	0

Branch-Hillsdale-St Joseph Food Establishment Inspection Report

For Date Range: 04/01/2018 - 04/30/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
WALDRON AREA SCHOOL	WALDRON	04/19/18	ROUTINE/FULL	0 0	0	1
WALDRON FRIENDLY TAVERN	WALDRON	04/19/18	ROUTINE/FULL	0 0	0	0
WALL SCHOOL	STURGIS	04/18/18	ROUTINE/FULL	0 0	0	0
WENZEL SCHOOL	STURGIS	04/18/18	ROUTINE/FULL	0 0	0	0
WHITE PIGEON AMERICAN LEGION POST	WHITE PIGEON	04/06/18	ROUTINE/FULL	0 0	0	0
WHITE PIGEON LIONS CLUB	WHITE PIGEON	04/06/18	ROUTINE/FULL	0 0	0	0
WHITE PIGEON ROTARY CLUB	WHITE PIGEON	04/06/18	ROUTINE/FULL	0 0	0	0
WILLIAMS ELEMENTARY SCHOOL	JONESVILLE	04/09/18	ROUTINE/FULL	0 0	0	0
COLON ELEM SCHOOL	COLON	04/26/18	ROUTINE/FULL	0 0	0	1
NORTH ADAMS PUBLIC SCHOOLS	NORTH ADAMS	04/26/18	ROUTINE/FULL	0 0	0	3
COLDWATER GARDEN	COLDWATER	04/17/18	ROUTINE/FULL	0 1	0	0
COMMUNITY ACTION AGENCY (HEAD ST/	HILLSDALE	04/12/18	ROUTINE/FULL	0 1	0	0
IMMACULATE CONCEPTION CHURCH HAI	THREE RIVERS	04/06/18	ROUTINE/FULL	0 1	0	0
TACO BELL #21039	HILLSDALE	04/23/18	ROUTINE/FULL	0 1	0	2
ANN-DEE'S TAVERN	NORTH ADAMS	04/26/18	ROUTINE/FULL	1 0	0	0
BEN'S SOFT PRETZELS	COLDWATER	04/04/18	ROUTINE/FULL	1 0	0	1
D J'S FAMILY RESTAURANT	PITTSFORD	04/18/18	ROUTINE/FULL	1 0	1	0
EL TACO LOCO II	COLDWATER	04/12/18	ROUTINE/FULL	1 0	1	5
FIVE STAR PIZZA	UNION CITY	04/19/18	ROUTINE/FULL	1 0	0	3
HOPPIN ELEM	THREE RIVERS	04/30/18	ROUTINE/FULL	1 0	1	1
MENDON JR & SR HIGH SCHOOL	MENDON	04/19/18	ROUTINE/FULL	1 0	1	0
PARK COMMUNITY SCHOOL	THREE RIVERS	04/17/18	ROUTINE/FULL	1 0	1	0
STURGIS MIDDLE SCHOOL	STURGIS	04/26/18	ROUTINE/FULL	1 0	1	0
BURGER KING #13790	HILLSDALE	04/18/18	ROUTINE/FULL	0 1	0	3
LIL' LOUIE'S PIZZA AND SUBS LLC	CENTREVILLE	04/17/18	ROUTINE/FULL	0 2	0	0
AMERICAN LEGION POST 170	THREE RIVERS	04/06/18	ROUTINE/FULL	1 1	1	1
ARBY'S	THREE RIVERS	04/19/18	ROUTINE/FULL	1 1	1	3
BUFFALO WILD WINGS	COLDWATER	04/16/18	ROUTINE/FULL	1 1	1	4
COLDWATER LAMPLITER LOUNGE	COLDWATER	04/27/18	ROUTINE/FULL	1 1	0	3
FIVE STAR PIZZA	BRONSON	04/11/18	ROUTINE/FULL	1 1	0	3
KELSEY BLOCK BREWING COMPANY	THREE RIVERS	04/10/18	ROUTINE/FULL	1 1	1	0
SPANGLER'S HILLTOP DINER	JONESVILLE	04/11/18	ROUTINE/FULL	1 1	1	1
HANDMADE SANDWICHES & BEVERAGES	HILLSDALE	04/30/18	ROUTINE/FULL	2 0	2	1
FOE JONESVILLE 4290	JONESVILLE	04/17/18	ROUTINE/FULL	2 1	1	1
OUTPOST GRILLE	ALLEN	04/27/18	ROUTINE/FULL	2 1	2	3

Branch-Hillsdale-St Joseph Food Establishment Inspection Report

For Date Range: 04/01/2018 - 04/30/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
LAS DOS MARIAS	WHITE PIGEON	04/12/18	ROUTINE/FULL	1 3	1	1
LOYAL ORDER OF THE MOOSE	HILLSDALE	04/26/18	ROUTINE/FULL	3 1	2	0
PONDEROSA STEAK HOUSE	COLDWATER	04/25/18	ROUTINE/FULL	3 2	0	6
COSMOS FAMILY RESTAURANT	STURGIS	04/26/18	ROUTINE/FULL	3 3	3	3
BIG WHEELS BBQ	CONSTANTINE	04/13/18	STFU/MOBILE	0 0	0	0
B-S FROG POND / YE OLD TREATS	JONESVILLE	04/22/18	STFU/MOBILE	0 0	0	0
YESTERDAY'S DINER (WAGON)	LITCHFIELD	04/06/18	STFU/MOBILE	1 0	0	0
BEN'S SOFT PRETZELS	COLDWATER	04/13/18	FOLLOW UP		1	
FIVE STAR PIZZA	UNION CITY	04/23/18	FOLLOW UP		0	
MENDON QUICK STOP INC.	MENDON	04/19/18	FOLLOW UP		0	
LAS DOS MARIAS	WHITE PIGEON	04/26/18	FOLLOW UP		0	

CONSULT 3
 ENFORCEMENT ACTION 1
 PREOPENING/NEW 5
 ROUTINE/FULL 97
 STFU/MOBILE 3
 FOLLOW UP 4
 TOTAL NUMBER OF INSPECTIONS: 113

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.



Coordinator's Report

Enclosure:

1. Memo dated 5/17/18: CA Congregate Meal Program Enhancement*
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Updates:

1. Older Michigianians Day was a HUGE success!! Even though Region 3C only had one "formal" advocate, we made valuable contacts with Senator Shirkey, Representative Leutheuser, and Representative Miller. Our main talking points included:
 - Strong advocacy for AASA (state) revenue to support in-home services
 - The need to address the direct care worker shortage
 - Waiting lists in our planning & service area
 - The impact of family caregivers, and, the impact when individuals do not have family caregivers
 - Highlights about the VOCA "Elder Abuse Victim Services Grant" that our agency submitted

All of our elected officials were very supportive of our grant application and requested a copy of the proposal itself. They were also very encouraged and asked to eat at one of the restaurants that CA is developing agreements with in Branch County for the Voucher Program (Sen. Shirkey). Overall, we are grateful for the time and dynamic conversations we had!

2. We have a federal budget, yet are still awaiting a Statement of Grant Award... We will do our best to prepare amendments in time for the June meeting. Rebecca and I will keep the Board informed of the timeline and process.
3. The Fiscal Year 2019 Annual Implementation Plan DRAFT is available! The Public Hearing is immediately following the BOH meeting today at 11:00am. The Plan has been shared with all aging network partners. I will be presenting the Plan to Branch County Commissioners at their June 7th working meeting and with St. Joseph County Commissioners at their June 19th regular meeting. The Advisory Committee was updated yesterday on the following main highlights:
 - AASA issued budget targets include a 7% reduction in all federal sources.
 - Program Development objectives were updated to reflect our ongoing work in each county.
 - The continuum of services funded by federal and state dollars remains unchanged
4. Community Action submitted a memo for the Board's review. We have worked closely with their leadership team in these preliminary developments and support their efforts to develop congregate dining options for Branch County. Charles (Chuck) Asher will be in attendance at the meeting to offer comments and answer any questions the Board may have regarding their program enhancement.