

April 22, 2021 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair Kathy Pangle at 9:00 a.m. with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Mark Wiley, Kathy Pangle, Tom Matthew, Jon Houtz, Jared Hoffmaster, and Brent Leininger.

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

Mr. Hoffmaster moved to approve the agenda with support from Mr. Wiley. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).

Mr. Wiley moved to approve the minutes from the previous meeting with support from Mr. Matthew. (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).

Public comment:

- None

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Vaccinations Continue, COVID-19 Cases, New Medical Director Candidate, Mobile Clinic Van, COVID-19 testing, Board of Health Education, Health Education and Promotion Updates, MCDC Update, and Strategic Planning.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's report was on Autism Spectrum Disorder – A Controversy.

Committee Reports:

- Finance Committee – Did not meet.
- Program, Policy, and Appeals Committee – Met on 4/22/2021.

Financial Reports/Expenditures

- Mr. Hoffmaster moved to approve the expenditures as reported and place the financials on file with support from Mr. Houtz. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).

Unfinished Business

- There was no unfinished business to discuss.

New Business:

- Mr. Leininger moved approve the Driving Policy as presented with support from Mr. Matthew. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).
- Mr. Wiley moved to temporarily amend the food service fee schedule for the year of 2021 to delay the assessment of the late fees for food service licenses to August 1, 2021 based on the COVID-19 crisis, with support from Mr. Matthew. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).
- No action was taken on the process for approving committee meeting minutes. This item will be moved to unfinished business and taken up again when additional information is available.

Departmental Reports:

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

With no further business the meeting was adjourned at 10:35 AM.

Respectfully Submitted by:
Theresa Fisher, BS

