

July 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: Kathy Pangle, Tom Matthew, Jared Hoffmaster (remotely), and Brent Leininger (remotely). Mark Wiley joined the meeting at 9:02 a.m. and Jon Houtz joined the meeting at 9:54 a.m..

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

Mr. Hoffmaster moved to approve the agenda with the addition of g.) freezer purchase, and h.) approve annual report to the new business section, with support from Mr. Matthew and the motion passed.

Mr. Leininger moved to approve the minutes from the previous meetings with support from Mr. Wiley and the motion passed.

Public comment: None

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: October BOH Meeting Date Change, Annual Report Final, American Rescue Plan Funds, Vaccinations Continue, Grants to Improve Vaccination Rates, School Year COVID Considerations, COVID-19 Testing, COVID-19 Cases, Health Education and Promotion Updates, Board of Health Education, Returning to Annual Agency Training Days, Committee Meeting Request, Mobile Clinic Van, CPR Certifications, Clinic Changes, Quit Claim Deed, and Strategic Planning.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's report was titled Skin Cancer.

Committee Reports:

- Finance Committee – Mr. Hoffmaster moved to approve the minutes from the July 21, 2021 Finance Committee Meeting as presented, with support from Mr. Leininger. A roll call vote was taken and the motion passed 5-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).
- Program, Policy, and Appeals Committee – Did not meet.

Financial Reports/Expenditures

- Mr. Leininger moved to approve the expenditures as reported and place the financials on file with support from Mr. Hoffmaster. A roll call vote was taken and the motion passed 5-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).

Unfinished Business

- None

New Business:

- Mr. Leininger moved to reschedule the October 28, 2021 Board of Health meeting to November 5, 2021 to allow staff to attend the annual public health conference. The motion received support from Mr. Wiley. A roll call vote was taken and the motion passed 5-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).

(Mr. Houtz joined the meeting.)

- Mr. Leininger moved to approve the AAA3C provider amendments as presented with support from Mr. Hoffmaster. 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. Leininger moved to approve the FY21 budget amendment #3 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. Leininger moved to approve the employee health insurance contribution with the employer paying no more than 80% of the total annual cost for the lowest cost plan. The motion was supported by 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)
- Mr. Hoffmaster moved to maintain the current health insurance plans with no changes, 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. Leininger moved to approve the FY22 original budget as presented, with support from Mr. Hoffmaster. 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. Leininger moved to accept the quote to purchase a medical grade freezer from Helmer for a total cost of \$5,261.16, 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 accept the annual report 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)

Departmental Reports:

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

With no further business the meeting was adjourned at 11:08 AM.

Respectfully Submitted by:

Theresa Fisher, BS

