

November 5, 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 (remotely from Kinderhook, Branch County, MI), Jon Houtz, and Brent Leininger (remotely from Hillsdale, Hillsdale County, MI). Mr. Wiley joined the meeting at 9:07 a.m.

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

Mr. Houtz moved to approve the agenda with the proposed change to move public comment to the end of the meeting after department reports, with support from Mr. Leininger. The motion passed.

Mr. Houtz moved to approve the minutes from the September 30, 2021 meeting with a friendly amendment to correct the minutes to include the names of those who participated in public comment if they are available. The motion received support from Mr. Leininger and the motion passed.

Committee Reports:

- Finance Committee – Mr. Houtz moved to approve the minutes from the October 13, 2021 Finance Committee Meeting with support from Mr. Leininger. The motion passed unopposed.
- Program, Policy, and Appeals Committee – Mr. Houtz moved to approve the minutes from the October 11, 2021 Program, Policy, & Appeals Committee meeting with correction, to remove Mr. Leininger as a member of the Committee who attended the meeting. The motion received support from Mr. Matthew. The motion passed unopposed.

Financial Reports/Expenditures

- Mr. Houtz moved to approve the expenditures as reported with support from Mr. Wiley. The motion passed unopposed.

New Business:

- Mr. Houtz moved to approve the amended By-Laws, as presented, with support from Ms. Pangle. A roll call vote was taken and the motion passed 3-2. (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, no; Mr. Houtz, yes; and Mr. Leininger, no).
- Mr. Matthew moved to increase the number of public comment periods on the meeting agenda, as proposed, with support from Mr. Houtz. A roll call vote was taken and the motion passed 5-0. (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; and Mr. Leininger, yes).

- Mr. Houtz moved to approve the payment of \$25,671 to reimburse Branch County for over payment of local appropriations due to an accounting error during the years 2012-2021. 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. Houtz, yes; and Mr. Leininger, yes).
- Mr. Houtz moved to increase the request for local appropriations by \$0.13 to a total of \$5.15 per capita, based on the population of the 2020 census for each county, less the number of incarcerated persons in Branch County, which is listed as 1,423. The motion received support from Mr. Wiley. A roll call vote was taken and the motion passed 4-1. (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; and Mr. Leininger, no).

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Area Agency on Aging IIIC, COVID Vaccine, COVID-19 Testing, COVID-19 Data Round-Up, COVID Quarantine Order Lawsuit, School Communication Re: COVID, CDC Foundation Surge Support Staff, Agency Staff Training & Awards Day, Committee Meeting Request, Medical Director, Sturgis Office, Health Officer Request for Closed Session, & Board of Health Education.

A 5-minute recess was taken.

- Mr. Matthew moved to enter closed session to session. The motion failed for lack of support.
- Mr. Wiley made a motion of support for the Health Officer in regard to the short-term Deputy Medical Director contract to assure that the Agency is covered by a Medical Director, while the current Medical Director is unavailable, as it will protect the organization and the public. The motion received support from Mr. Houtz. A roll call vote was taken and the motion passed 3-2. (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, no; Mr. Houtz, yes; and Mr. Leininger, no).

Rebecca Burns, reviewed the Medical Director's monthly report. This month's educational report was titled Diabetes Mellitus.

Unfinished Business

- None

Departmental Reports:

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

Public comment: Public comment was given by Resident Adams and Resident Mapes.

With no further business, Mr. Wiley moved to adjourn the meeting with support from Mr. Houtz. The motion passed and the meeting was adjourned at 11.20 AM.

Respectfully Submitted by:

Theresa Fisher, BS

