

December 6, 2021 – Board of Health Program, Policy, & Appeals Committee Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health Program, Policy, & Appeals Committee meeting was called to order by Chair, Kathy Pangle at 1:02 p.m. with roll call as follows: Mark Wiley, Kathy Pangle (remotely from Mendon, MI), and Tom Matthew (remotely from Coldwater, MI).

Also present from BHSJ: Rebecca Burns, and Theresa Fisher.

Public comment: Public Comment was given by Resident Wortz and Resident Mapes.

Unfinished Business

- None

New Business:

- Mr. Wiley moved to recommend that the full Board deny the FOIA appeal request by Ms. Adams as no records were found or withheld, with support from Mr. Matthew. A roll call vote was taken and the motion passed 3-0. (Mr. Wiley, yes; Ms. Pangle, yes; and Mr. Matthew, yes).
- Ms. Pangle moved to recommend that the full Board deny the FOIA appeal request by Ms. Mapes as no records were found or withheld, with support from Mr. Wiley. A roll call vote was taken and the motion passed 3-0. (Mr. Wiley, yes; Ms. Pangle, yes; and Mr. Matthew, yes).
- Mr. Wiley moved to recommend that the full Board approve the updated driving policy as presented with support from Ms. Pangle. A roll call vote was taken and the motion passed 3-0. (Mr. Wiley, yes; Ms. Pangle, yes; and Mr. Matthew, yes).
- Mr. Wiley moved to include only the 5 results that have a name attached to them in the composite report for the Health Officer's evaluation, unless the Administrative Services Director could confirm the origin of the sixth survey, in which case all could be included. The motion received support from Commissioner Pangle, and passed by 2-1 (Commissioner Wiley, yes; Commissioner Pangle, yes; Commissioner Matthew, no).
- Mr. Wiley moved to recommend that the full Board approve including language into the Health Officer's contract and the Board of Health By-Laws which 1) moves the Health Officer's annual evaluation to earlier in the year (Sept.-Oct.), 2) share all evaluations with the entire Board, rather than creating a composite list, and 3) require a name to be part of the evaluation. The motion received support from Ms. Pangle. A roll call vote was taken and the motion passed 3-0. (Mr. Wiley, yes; Ms. Pangle, yes; and Mr. Matthew, yes).
- Mr. Wiley moved to recommend that the full Board enter into an agreement for a three-year contract renewal with Health Officer Burns. The contract should be drawn up with the

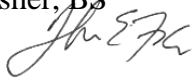
annual salary and merit pay left blank, so that it can be filled in during the full Board meeting. The contract should also include language which 1) moves the Health Officer's annual evaluation to earlier in the year (Sept.-Oct.), 2) shares all evaluations with the entire Board, rather than creating a composite list, and 3) requires a name to be part of the evaluation. The motion received support from Ms. Pangle. A roll call vote was taken and the motion passed 3-0. (Mr. Wiley, yes; Ms. Pangle, yes; and Mr. Matthew, yes).

Public comment: Public Comment was given by Resident Wortz.

With no further business the meeting was adjourned at 2:08 PM.

Respectfully Submitted by:

Theresa Fisher, BS

A handwritten signature in cursive script, appearing to read "Theresa Fisher", written in black ink.