

December 8, 2022 – Board of Health Meeting Minutes

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

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

Ms. Pangle moved to approve the agenda with support from Mr. Houtz. The motion passed unopposed.

Mr. Hoffmaster moved to approve the minutes from the October 27, 2022, meeting with support from Mr. Houtz. The motion passed unopposed.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Board of Health Member Retirements, Community Health Needs Assessment (CHNA)/Community Health Improvement Plan (CHIP), Hillsdale MCDC Dental Center, Health Insurance Educational Meetings for All Staff Members, Mpox & Ebola, Flu Vaccine, COVID, Accreditation, Coldwater Office, Hillsdale Office, Three Rivers Office, Sturgis Office, and Health Promotion and Education.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Respiratory Syncytial Virus".

Committee Reports:

- Finance Committee – Did not meet.
- Program, Policy, and Appeals Committee – Did not meet.

Financial Reports/Expenditures

- Mr. Hoffmaster moved to approve the expenditures for October and November as reported with support from Ms. Pangle. The motion passed unopposed.
- Mr. Leininger moved to place the financials from October on file with support from Mr. Hoffmaster. The motion passed unopposed.

Unfinished Business

- None

New Business:

- Mr. Hoffmaster moved to approve the Branch County building lease as presented with support from Mr. Leininger. 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 changes to the By-laws in Article V, Section 3 with support from Mr. Wiley. The motion passed unopposed.
- Other changes to the By-Laws were discussed and will be brought back at the next meeting.
- Mr. Leininger moved to adopt the updated hard cap amounts in compliance with PA 152, Public Employer Contributions to Medical Benefit Plans, with the cap set at \$6,399.65 for a single person, \$15,264.00 for two persons, and \$19,309.73 for a family beginning January 1, 2023. The motion received support from Ms. Pangle and passed unopposed.
- Mr. Leininger moved to approve the 2023 holiday schedule as presented, with support from Mr. Wiley. The motion passed unopposed.
- Mr. Houtz moved to approve the 2023 Board of Health Meeting Schedule with support from Mr. Wiley. The motion passed unopposed.


Departmental Reports:

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

Public Comment: Public comment was given by one person.

With no further business, Mr. Leininger moved to adjourn the meeting with support from Ms. Pangle. The motion passed unopposed and the meeting was adjourned at 10:22 AM.

Respectfully Submitted by:


Theresa Fisher,
Administrative Services Director
Secretary to the Board of Health