

**BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
AGENDA
March 22, 2018**

Pledge Allegiance

1. Roll Call
2. Approval of the Agenda*
3. Approval of the Minutes*
4. Public Comment
 - a. Audit Presentation *

5. Health Officer's Report
6. Medical Director's Report

7. Committee Reports:
 - a. Program, Policies, and Appeals – has not met
 - b. Finance Committee – has not met

8. Financial Reports/Expenditures
 - a. Approve Payments*
 - b. Review Financials

9. Unfinished Business
 - a.

10. New Business
 - a. Audit Report
 - b. AAA Annual Conflict of Interest and Disclosure Statement*
 - c.

11. Departmental Reports
 - a. Personal Health & Disease Prevention
 - b. Environmental Health
 - c. Area Agency on Aging

12. Other
 - a. Reminder: Immediately following our regular meeting, we will have a 30-minute education session on the Area Agency on Aging 3C - "History, Background & Highlights"

Next meeting

April 26, 2018 Coldwater office

Branch-Hillsdale-St. Joseph Community Health Agency

Board of Health Meeting Minutes

February 22, 2018

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:00 a.m. by Chairman, Allan Balog, with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Allan Balog, Don Vrablic, Terri Norris, Bruce Caswell, Mark Wiley, and Kathy Pangle.

Also present: Rebecca Burns, Dr. Vogel, Theresa Fisher, Val Newton, Paul Andriacchi, Laura Sutter, Donna Cowden, Jeff Macklin, Bonnie Saddler and Don Reid.

Ms. Norris moved to approve the agenda with support from Mr. Vrablic. The motion carried.

Mr. Vrablic moved to approve the minutes from the previous meeting with support from Ms. Norris. The motion carried.

Public comment:

- Theresa Fisher introduced Bonnie Saddler, Finance and IT Support Specialist, to the group. Bonnie will be filling in for Theresa to take the minutes at the March Board of Health Meeting.

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Branch-Hillsdale-St. Joseph Health Plan, accreditation, insurance billing, active shooter training, flu, classification and compensation study, staff vacancies, and the hepatitis A outbreak.

Dr. Vogel, Medical Director, reviewed his monthly report. This month's report covered the evolution of medicine.

Committee Reports:

- Program, Policy, and Appeals Committee – Had not met.
- Finance Committee – Had not met.

Financial Reports/Expenditures

- Mr. Vrablic moved to approve the expenditures as reported with support from Ms. Pangle. The motion carried.
- Ms. Pangle moved to place the financial reports on file with support from Ms. Norris. The motion carried.

Unfinished Business

- Ms. Norris moved to approve the Personnel Policy Manual including all changes written and discussed with support from Ms. Pangle. The motion carried.
- Ms. Norris moved to have funds from the closed health plan which are currently held by the Community Foundation dispersed to the Branch-Hillsdale-St. Joseph Community Health Agency to be invested in accordance with the BHSJ's investment policy and the County of Branch's investment policy. The motion was supported by Mr. Wiley and the motion carried.

New Business:

- a. Ms. Norris moved to approve the revised AAA Cost Sharing Policy as presented with support from Mr. Wiley. The motion carried.
- b. Employee recognition was discussed.
- c. There will be an educational session about AAA following the March Board of Health meeting.

Ms. Norris moved to adjourn the meeting with support from Mr. Vrablic. The motion passed and with no further business the meeting was adjourned at 10:18 a.m.

Respectfully Submitted by:

Theresa Fisher, BS
Secretary to the Board of Health

**Branch-Hillsdale-St. Joseph Community Health Agency
Health Officer's Report to the Board of Health for March 22, 2018
Prepared by: Rebecca A. Burns, M.P.H., R.S.**

Agency Updates

Accreditation – The Agency concluded the Cycle 7 Michigan Local Public Health Accreditation Program review on March 13th. I am pleased to report that there were no “Not Mets” for any of the programs that were reviewed. All programs received recognition for areas in which they show special strength. And of special note; we received all “Mets” for the optional Quality Improvement and Performance Management accreditation reviews which allows the Agency to be recognized as “Accredited with Commendation” rather than simply “Accredited”. It will take a few weeks to receive the final written reports back from the Accreditors. I will invite a representative of MDHHS in to present our accreditation certificate once it is verified.

Branch-Hillsdale-St. Joseph Health Plan – The Agency has accepted funds from the Branch County Community Foundation that were dispersed as a result of the closed Health Plan. The funds were turned over to the Branch County Treasurer in compliance with the Agency's Investment Policy. Work to formulate a plan for use of these dollars will begin shortly. The Community Foundation has requested a photo shoot to use in publicizing this large grant and I have asked Chair Balog to be present for that.

County Health Rankings – The County Health Rankings & Roadmaps (CHR&R) have been released. As reported in the CHR&R 2018 Michigan report, “CHR&R illustrates what we know when it comes to what is keeping people healthy or making them sick and shows what we can do to create healthier places to live, learn, work and play. CHR&R brings actionable data, evidence, guidance and stories to communities to make it easier for people to be healthy in their neighborhoods, schools and workplaces.” Branch and St. Joseph counties saw an improvement in their overall ranking this year. Branch improved from 54th to 40th out of 83 counties. St. Joseph improved from 63rd to 59th out of 83 counties. Hillsdale dropped this year from 27th to 33rd. The CHR&R sheets that we prepare to share the information are in process of being updated and I hope to provide them for your more thorough review at the Board meeting.

Active Shooter Awareness Trainings: By the time the Board meets, all three of our main offices will have completed active shooter awareness trainings. These have been positively received by staff and need to be followed-up with Agency policy documents on where to go should such an event occur.

Classification & Compensation Study – I received feedback from one Board of Health member on the study proposal that was shared last month. Theresa and I would be interested in engaging with the Program, Policy & Appeals Committee to discuss this further as well as discuss the efficiencies project that was explained in Hillsdale county.

Staff Vacancies/New Staff – Val Newton, Director of Personal Health & Disease Prevention has resigned her position effective April 13th. This position is currently posted. The Agency received a resignation from a WIC clerk in the Branch county office this week. The open Agency Support position has been offered to an individual that has accepted. The start date for this position is April 2nd pending preemployment HR is complete.

Day At The Capitol – The MALPH Day At The Capitol event is scheduled for Wednesday, April 18th. Please let me know if you would be interested in attending. Commissioner Pangle has already expressed interest and I look forward to sharing the day with her and others.

Hepatitis A Outbreak – As I have been reporting, Michigan is in the midst of a serious Hepatitis A outbreak. Current case count as of March 14, 2018 is 783 with 632 hospitalizations and 25 deaths.

MDHHS has made a grant of \$20,000.00 available to local health departments that are not considered part of the outbreak. I was notified on March 7th that BHSJCHA would receive the \$20,000.00. The money is to be used to target vaccination of those at highest risk. Our St. Joseph County staff is working right now with the St. Joseph County jail to do a vaccination clinic there. We are also reaching out to shelters, homeless sites, and to community partners to encourage vaccination.

BHSJCHA continues to look for individuals and groups that we can immunize to prevent this disease in our communities. The primary source of transmission is reported to be person-to-person and by illicit drug use. We urge citizens in our community to consider the following to protect themselves:

- Get vaccinated against hepatitis A
- Wash hands after using the restroom and before eating or preparing meals for yourself or others
- Use your own towels, toothbrushes, and eating utensils
- Do not have sex with someone who has HAV infection
- Do not share food, drinks, drugs, or smokes with other people
- If you think you may have hepatitis A, see your medical provider
- If you have hepatitis A, please cooperate with your local public health to help protect others



Hepatitis A vaccination is safe and effective. The following individuals should get the HAV vaccine:

- Persons who are homeless.
- Persons who are incarcerated.
- Persons who use injection and non-injection illegal drugs.
- Persons who work with the high risk populations listed above.
- Persons who have close contact, care for, or live with someone who has HAV.
- Persons who have sexual activities with someone who has HAV.
- Men who have sex with men.
- Travelers to countries with high or medium rates of HAV.
- Persons with chronic liver disease, such as cirrhosis, hepatitis B, or hepatitis C.*
- Persons with clotting factor disorders.

Confirmed Cases Referred August 1, 2016-March 14, 2018 Meeting the MI Hepatitis A Outbreak Case Definition			
County (or city)	Total Cases	County (or city)	Total Cases
Macomb	213	Clinton	3
City of Detroit	166	Gratiot	3
Wayne	134	Saginaw	3
Oakland	107	Mecosta	2
St. Clair	30	Allegan	1
Ingham	18	Clare	1
Washtenaw	16	Hillsdale	1
Monroe	15	Huron	1
Genesee	12	Ionia	1
Isabella	8	Kent	1
Calhoun	7	Leelanau	1
Shiawassee	7	Lenawee	1
Lapeer	6	Newaygo	1
Livingston	6	Schoolcraft	1
Sanilac	6	Van Buren	1
Eaton	5	Other*	1
Grand Traverse	4		
*Jackson Michigan Department of Corrections			
Indicates counties with outbreak-associated cases that are not included in the outbreak jurisdiction			

Legislative Updates – We are watching a proposed bill that would institute a statewide sanitary code for Michigan.

Medical Director's Report to the Board of Health
H. Lauren Vogel, D.O., M.P.H.
March 22, 2018

Sleep and Health

cha 3/18

Good sleep hygiene is a necessary requirement for health. After 17 hours of sustained wakefulness performance becomes equivalent to having a blood alcohol level of 0.05%. Sleep deprivation has been used as a form of torture and prolonged sleep deprivation can be fatal.¹ Sleep problems are common. Insomnia, the most common sleep disturbance is reported by about 30 percent of adults and chronic insomnia is experienced by about 10 percent of the US population. Obstructive sleep apnea associated with respiratory difficulty while sleeping occurs in up to 30 percent of the US population.

Sleep problems are also the effect of societal change. Increasing use of the Internet, mobile phone use and social activities are associated with less quality sleep. The physical effects of disordered sleep include distraction while driving or at work with a doubling of fatal accidents occurring in the workplace and on the road. Chronic sleep time of less than 8 hours nightly is associated with increased mortality to chronic illness such as coronary artery disease and stroke, hypertension, obesity and diabetes. Stress affects both the quantity and the quality of sleep.

Sleep deprivation has been shown to adversely affect inflammatory markers. In an article published by the National Center for Biotechnology Information in 2011,² alteration in biochemical markers in the brain, lymphoid tissue (thymus and bone marrow), white cells and the adrenal glands have been documented. The affects of sleep loss can be associated with memory loss, speech alteration, increased association with infection and chronic disease and reduced resistance to certain cancers. During nocturnal sleep there is a down-regulation of human stress systems and stimulation of mediators for cell growth and restoration. This benefit is lost when sleep is disordered.

There are different stages of sleep and these can be separated into rapid-eye-movement (REM) and non REM sleep which can be determined clinically and by electroencephalography. REM sleep is active sleep and is associated with the sleep period of dreaming. It is during this period of sleep that brain restorative functions occur.³ For the normal person, sleep progresses through a series of stages of light to deep sleep (NREM) and then to REM sleep. Throughout the sleep state there is a cycling of REM-NREM sleep occurring at 90-120 minute intervals. REM sleep occurs in about 20 percent of the total sleep time. Alterations in the sleeping pattern such as missing sleep or an irregular sleep schedule can result in a redistribution of sleep stages with a reduction of REM sleep. Alcohol does the same thing. Other drugs such as caffeine, nicotine, antihistamines and prescription medication for hypertension and depression alter the sleep pattern and reduce the quantity of REM sleep.

How to improve sleep hygiene? Most importantly, recognize that lack of sleep causes unhealthy chemical changes within the body. Everyone should make an active attempt reduce stress, limit

alcohol intake, eliminate nicotine use and identify a sleep problem to their medical care provider. Develop a standard sleep time. Work to clear your mind of your daily worries, of work issues or family stress issues as you settle into the initial period of rest.⁴ You can train your mind to turn off at the time of sleep but this requires a scheduled sleep time and active participation in relaxation. Eliminate external sources of distraction. Light is the most frequent distraction. Make your sleep environment dark. Modify your family time to allow for uninterrupted time for sleep. Consult your care provider for more suggestions. Finally, make your sleep a priority for your health. Change your social calendar to assure adequate sleep every day.

REFERENCE

1. JE Ferrie. et.al. Sleep epidemiology—a rapidly growing field. *International Journal of Epidemiology*, Volume 40, Issue 6, December 2011 <https://doi.org/10.1093/ije/dyr203>. Accessed December 2017.
2. L Besedovsky. et.al. Sleep and immune function. NCBI. November 2011. doi: [10.1007/s00424-011-1044-0](https://doi.org/10.1007/s00424-011-1044-0) PMID: PMC3256323. Accessed December 2017.
3. Natural Patterns of Aleep. Healthy Sleep – Division of Sleep Medicine Harvard Medical School. December 2007. <http://healthysleep.med.harvard.edu/healthy/science/what/sleep-patterns-rem-nrem>. Accessed December 2017.
4. L Holmes. 5 Ways Stress Wrecks Your Sleep (And What To Do About It). Huffington Post. Healthy Living. September 2014. https://www.huffingtonpost.com/2014/09/17/stress-and-sleep_n_5824506.html. Accessed December 2017.

February 1 through 28, 2018

A Good Neighbor Heating & Cooling	CSHCS Clients 3	2,697.00
Abila	Quarterly Subscription	4,886.25
ACD.Net	Telephones 3 offices	2,655.68
AFLAC	Payroll Deduction	1,839.66
Alerus Financial (Retirement)	Payroll Deduction	790.00
Andrejs Rozentals	AAA Volunteer Reimbursement	133.73
Armstrong Health Care	WIC / AAA Contractual Consultant	2,890.39
AT&T	Cell Phones	2,617.54
Bailey	EH Supplies	42.00
Blue Cross Blue Shield	Health Insurance	52,344.49
Branch County Commission COA	Home & Community Based Services	6,632.99
Branch County Complex	Rent	5,694.28
CAA of South Central	Home & Community Based Services	15,921.24
Care-N-Assist	Care Management	1,514.76
Century Bank Basic Flex Health Plan	Payroll Deduction	1,408.92
Century Bank EFPTS	Federal & Fica Taxes	43,898.43
Century Bank Master Card	Air Cards	20.00
Century Bank Master Card	Office Supplies - Tax Posters	81.32
Century Bank Master Card	W-2 & 1099 Processing	189.05
Century Bank Mers	MERS DB /Retirement	29,383.55
Century Bank State	Michigan Tax	6,815.08
Century Bank Visa	Safety Deposit Box	40.00
Cintas	Rugs & Lab Coats - Cleaning	107.96
City Of Three Rivers	Water / Sewage & Lab Testing	126.00
Clear View Auto Glass & Plowing	Building Expense - Three Rivers Plowing	575.00
Coldwater Petty Cash	Petty Cash	28.00
Companion Life Insurance Co.	Life Insurance Premiums	1,028.48
Connect America	Care Management	75.50
Crossroads Health & Home Services Ulmtd	Care Management	1,302.04
Current Office Solutions	Office Supplies/Copier Charges	1,640.58
DJC Property/Consultant	Consultant	2,870.00
Dr. Vogel	Medical Director - Contractual	4,387.23
Florentine	Internet Hosting 6 Months	149.70
Frontier	Sensaphone & Fax Line Service	280.68
GDI	Building Supplies Expense - TR	94.96
Hillsdale Board Of Utilities	Building Expense - HD	2,138.02
Hillsdale County Treasurer	Building Labor Expense - HD	40.00
Hillsdale County Treasurer	Building Refuse Expense - HD	140.00
Hillsdale County Treasurer	Building Snow/Mow Expense - HD	460.00
Hillsdale County Treasurer	Building Supplies Expense - HD	531.10

February 1 through 28, 2018

Hillsdale County Treasurer	Monthly Cleaning of Dental Clinic	806.93
Hillsdale County Treasurer	Building Cleaning Expense - HD	2,740.44
Hillsdale Public Health	Rent - Hillsdale Office	7,375.00
Hospital Network Health	Medical Waste Removal	165.00
Indiana Michigan Power	Building Expense - TR	1,113.96
Indiana State	State Tax	1,188.74
Lab Corp	Lab Fees	10.00
Maleha	Training - 2 Employees	50.00
Maplecrest	Rent - Sturgis Office	550.00
Martin Arums	CSHCS Client	108.00
McKesson	Medical Supplies	118.32
MDHHS Bureau of Laboratories	Lead Testing	318.06
Merck & Company	Medical Supplies 2 invoices	4,352.45
Mers 5% Alerus Financial DC	Defined Contributions 5% EES	3,675.08
Michigan Public Health	Workforce Contract	4,662.79
Michigan Sate Disbursement Unit	Payroll Deduction	639.99
National Environmental Health	Membership Renewal-1	130.00
National Environmental Health	Professional Food Manager Books	4,150.00
Nationwide	Payroll Deduction	4,032.04
Paper Thermometer	Thermo Labels	145.00
POC Transact Rx	Billing Service	58.50
Republic Waste Services	Building Expense - TR Quarterly	100.00
Richard Clark	Building Expense - CW	1,800.00
River Eye Care	CSHCS Client	395.00
Rose Exterminator	Building Maintenance - TR Quarterly	189.00
Sanofi Pasture	Medical Supplies	639.07
SEMCO Energy	Building Expense - TR	123.73
Shred It	Document Destruction	90.00
St. Joseph County COA	Home & Community Based Services	20,696.65
Staples	Office Supplies	865.10
Stevens Kirinovic & Tucker, P.C.	Audit 2017/18	11,100.00
Three Rivers Health	Rent - Dental Clinic	2,775.00
Three Rivers Petty Cash	Petty Cash	27.48
Thurston Woods	Home & Community Based Services	3,548.16
Unemployment Insurance Agency	Unemployment 16/17	9,566.24
VRI Lifeline Of Michigan	Care Management	367.00
Wal Mart Misc.	Parent Advisor Supplies	36.00
Walgreens	Pertusiss Medication	154.96
Total Of Invoice List		287,335.30

Branch-Hillsdale-St Joseph Community Health Agency
Balance Sheet
As of 2/28/2018

Current Period Balance

Assets

Cash on Hand	6,180.61
Cash with County Treasurer	785,291.79
Accounts Receivable	44,345.32
Due from State	46,956.36
Due from Other Funding Sources	102,968.38
Prepaid Expenses	79,964.88
Biologic Inventory	<u>91,231.74</u>
Total Assets	<u><u>1,156,939.08</u></u>

Liabilities

Accounts Payable	112,592.42
Payroll Liabilites	81,916.78
Capital Improvements	25,000.00
Deferred Revenue	60,338.77
Deferred Revenue BR	17,295.83
Deferred Revenue HD	19,000.00
Deferred Revenue SJ	24,875.50
Biologics	<u>91,231.74</u>
Total Liabilities	<u><u>432,251.04</u></u>

Net Assets

Operation Fund Balance	276,201.46
Restricted Fund Balance	357,537.10
Designated Fund Balance	<u>90,949.48</u>
Total Net Assets	<u><u>724,688.04</u></u>

Total Liabilities and Net Assets	<u><u>1,156,939.08</u></u>
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BHSJ Community Health Department
Schedule of Cash Receipts and Disbursements
September 30, 2017 thru February 28, 2018

9/30/2017 Cash Balance		\$ 992,867.00
Plus: Cash Receipts		\$ 474,576.13
Less: Cash Disbursements For:		
Payroll:	\$ (142,149.63)	
Accounts Payable:	\$ (501,603.55)	\$ (643,753.18)
10/31/2017 Cash Balance		\$ 823,689.95
Plus: Cash Receipts		\$ 362,932.98
Less: Cash Disbursements For:		
Payroll:	\$ (133,928.93)	
Accounts Payable:	\$ (369,429.87)	\$ (503,358.80)
11/30/2017 Cash Balance		\$ 683,264.13
Plus: Cash Receipts		\$ 479,934.09
Less: Cash Disbursements For:		
Payroll:	\$ (218,919.02)	
Accounts Payable:	\$ (374,672.44)	\$ (593,591.46)
12/31/2017 Cash Balance		\$ 569,606.76
Plus: Cash Receipts		\$ 667,729.56
Less: Cash Disbursements For:		
Payroll:	\$ (135,189.07)	
Accounts Payable:	\$ (274,366.40)	\$ (409,555.47)
1/31/2018 Cash Balance		\$ 827,780.85
Plus: Cash Receipts		\$ 390,980.20
Less: Cash Disbursements For:		
Payroll:	\$ (146,084.64)	
Accounts Payable:	\$ (287,384.62)	\$ (433,469.26)
2/28/2018 Cash Balance		\$ 785,291.79

Branch-Hillsdale-St Joseph Community Health Agency
Statement of Revenues and Expenditures - Amend 1 - Expense By Program - Summary
From 2/1/2018 Through 2/28/2018

RU #	RU Title	Current Month	Year to Date	Total Budget - Amendment1	Total Percent Expended
* 324	Sturgis Hospital	\$ 7.39	\$ 3,638.24	\$ 2,843.00	127.97%
* 010	Agency Support	\$ 8,373.67	\$ 115,477.77	\$ 178,869.00	64.55%
* 325	CSHCS	\$ 20,136.76	\$ 109,721.82	\$ 189,000.00	58.05%
* 075	Type II Water	\$ 5,710.33	\$ 37,237.18	\$ 68,642.00	54.24%
* 032	Emergency Preparedness	\$ 9,040.38	\$ 62,028.96	\$ 118,838.00	52.19%
* 029	Dental Clinic - Hillsdale	\$ 1,498.91	\$ 4,726.63	\$ 9,683.00	48.81%
* 022	Coalition for Tobacco Control	\$ 1,885.96	\$ 17,035.33	\$ 36,349.00	46.86%
* 321	CHC Tele-A-Health	\$ 2,963.18	\$ 19,145.48	\$ 41,442.00	46.19%
* 017	Senior Reach	\$ 439.93	\$ 5,364.12	\$ 12,011.00	44.66%
* 326	Vision (ELPHS)	\$ 6,214.36	\$ 33,782.23	\$ 76,792.00	43.99%
021	Dental Clinic - Three Rivers	\$ 2,775.00	\$ 13,875.00	\$ 33,300.00	41.66%
338	Immunization Vaccine Handling	\$ 37,995.89	\$ 222,292.12	\$ 538,732.00	41.26%
109	WIC	\$ 73,014.17	\$ 377,397.10	\$ 914,838.00	41.25%
327	Hearing (ELPHS)	\$ 6,193.58	\$ 31,014.88	\$ 76,442.00	40.57%
331	STD	\$ 9,056.85	\$ 47,788.21	\$ 120,867.00	39.53%
138	Immunization IAP (Private)	\$ 29,732.53	\$ 234,057.27	\$ 601,959.00	38.88%
605	General EH Services	\$ 4,619.36	\$ 24,091.94	\$ 62,274.00	38.68%
714	Onsite Sewage Disposal	\$ 22,002.70	\$ 114,753.62	\$ 296,620.00	38.68%
721	Drinking Water Supply	\$ 22,002.70	\$ 114,753.61	\$ 296,620.00	38.68%
704	Food Service	\$ 27,634.05	\$ 150,497.68	\$ 396,984.00	37.91%
012	Area Agency on Aging	\$ 73,691.07	\$ 436,910.82	\$ 1,186,318.00	36.82%
108	WIC Breastfeeding	\$ 6,251.64	\$ 28,704.56	\$ 78,535.00	36.55%
341	Infectious Disease	\$ 14,152.92	\$ 76,770.17	\$ 216,718.00	35.42%
101	Workforce Development	\$ 3,491.67	\$ 18,927.41	\$ 54,986.00	34.42%
107	Medicaid Outreach	\$ 7,212.20	\$ 43,254.59	\$ 134,035.00	32.27%
332	HIV Prevention	\$ 1,449.70	\$ 6,459.19	\$ 27,023.00	23.90%
335	MCH Public Health Functions & Infr	\$ 1,965.44	\$ 10,981.22	\$ 52,045.00	21.09%
115	MCH Enabling Women	\$ 3,114.42	\$ 10,882.02	\$ 62,905.00	17.29%
345	Lead Testing	\$ 136.68	\$ 2,200.09	\$ 21,157.00	10.39%
018	Aging Mastery	\$ 128.11	\$ 884.43	\$ 10,000.00	8.84%
023	Capital Expenditures	\$ -	\$ -	\$ 100,000.00	0.00%
112	CSHCS Medicaid Outreach	\$ -	\$ -	\$ 40,897.00	0.00%
	Total Expense	\$402,891.55	\$ 2,374,653.69	\$ 6,057,724.00	39.20%

* IDEALLY, EACH PROGRAM SHOULD BE 41.67% EXPENDED

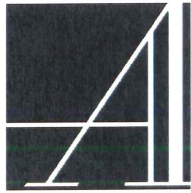
*RU 032, 326 AND 327 SHOULD BE 55.55% EXPENDED (9-MONTH PROGRAMS)

** THE AGENCY IS 2.47% UNDER BUDGET AT THIS POINT IN TIME.

- **RU 324 (Sturgis Hospital):** Budget drastically reduced as program ended in November. Received a small amount of overhead allocation in February (built into journal entry). Will be brought in line with budget at amendment #2 when actuals are completed.
- **RU 010 (Agency Support):** Many one-time and quarterly expenses hit this program in January. Will continue to fall back in line with budget as the year progresses.
- **RU 325 (CSHCS):** Once this program is 100% expended, all additional expenditures will be moved to RU 112, where we can take advantage of a federal matching reimbursement. This program is expected to be above the normal 41.67% at this time.
- **RU 745 (Type II Water):** Associate has been working almost entire time in this program year to date. As activity is reduced, expenses will continue to fall back in line with the budget.
- **RU 029 (Dental Clinic - Hillsdale):** Incurred expense for a hot water tank that needed replaced. These dollars will be reimbursed to us 100% in a subsequent month.
- **RU 022 (Coalition for Tobacco Control):** More activity this time of year. Should fall back into budget when schools begin letting out for summer.
- **RU 321 (CHC Tel-A-Health):** Overhead costs for coordinator have been hitting this program since October. This was the last month that any overhead costs will hit the program. Will continue to fall back in line with budget.
- **RU 017 (Senior Reach):** Budgeted expenses drastically reduced at amendment (due to less time to be worked in program). Has almost fallen within budget as of February.

9 MONTH PROGRAMS BELOW:

- **RU 032 (Emergency Preparedness):** 9 month program and should be at 55.55%
- **RU 326 (Vision ELPHS):** 9 month program and should be at 55.55%



Area
Agency on
Aging (IIC)
Branch-St. Joseph

Annual Conflict of Interest and Disclosure Policy

Section 1. Purpose of Policy. This policy sets forth principles and procedures intended to maintain the integrity of the Area Agency on Aging Region 3C (AAA 3C), as well as comply with Michigan Office of Services to the Aging Operating Standards for Area Agencies on Aging. Members of the Branch-Hillsdale-St. Joseph Community Health Agency (CHA) Board of Health (serving as the AAA 3C Policy Board) are expected to conduct their personal/business affairs so that no conflict of interest or duality of interest interferes with their duties and responsibilities to the CHA/AAA 3C.

Section 2. Covered Individuals. This policy applies to the members and officers of the Board of Health.

Section 3. Conflict of Interest and Duality of Interest. This policy covers both conflicts of interests, involving the financial interests of or financial benefit to a covered individual as owner, employee, agent, consultant or otherwise, and duality of interests, involving the interests of an association, governmental entity, business or other entity (whether profit or nonprofit) in which a covered individual has a substantial personal interest as a director, officer, trustee, commissioner or substantial contributor or through another substantial relationship.

Section 4. Covered Transactions, Relationships and Affiliations. This policy applies to existing and proposed transactions, relationships and affiliations, including contracts for goods, facilities and services, leases, grants, gifts, financial assistance, partnerships, endorsements, policy positions, joint ventures and other undertakings and dealings, between the CHA/AAA 3C and (a) a covered individual; (b) a member of a covered individual's immediate family; and (c) an association, governmental entity, business or other entity (whether profit or nonprofit) with respect to which a covered individual has a conflict of interest or a duality of interests.

Section 5. Disclosure. All covered individuals shall provide a written disclosure annually to the CHA/AAA 3C of any conflict of interest or duality of interest between them and the CHA/AAA 3C as described in Section 3 and of any covered transactions, relationships, endorsements, policy positions or affiliations involving them as described in Section 4. In addition, a covered individual shall provide prompt disclosure to the Board of Health at any time that he or she becomes aware of any such conflict of interest, duality of interest or covered transaction, relationship or affiliation.

Section 6. Review, Report and Record. In the event that the CHA/AAA 3C becomes aware of a conflict of interest, or duality of interest of a covered transaction, relationship, endorsement, policy position or affiliation involving a covered individual, whether through disclosure made pursuant to Section 5 or otherwise, the matter shall be reviewed by a committee of disinterested members of the Board of Health. The review shall be reported to the Board of Health and shall be made a matter of record.

Section 7. Procedures. Any member of the Board of Health having a duality of interest or conflict of interest, real or apparent, with respect to any covered transaction, relationship, endorsement, policy position or affiliation that comes before the Board of Health shall not vote or use his or her personal influence on the matter, and shall not be counted in determining a quorum for the meeting at which the matter is voted upon. In deciding any such matter, the Board of Health shall obtain appropriate comparability data, including data as to the fair market value for any goods, services or facilities that may be involved. The minutes of the meeting shall adequately document the basis of the determination and shall reflect that the disclosure was made, that the interested Board member abstained from voting, and that his or her presence was not considered. No interested Board member and no interested officer shall take part in the discussion and, in appropriate instances, as determined by the officer conducting the meeting, shall be absent from the discussion and vote. However, an interested Board member or an interested officer may state a policy position relevant to the matter under consideration, explain the transaction or affiliation, and answer questions from Board members relating to the matter.

_____ I **do not** have a conflict of interest or duality of interest. I have read this policy and agree to follow it.

_____ I **do** have a conflict of interest or duality of interest, as follows:

_____ I have read this policy and agree to follow it.

Signature

Date

Personal Health and Disease Prevention Update

March 22, 2018

Communicable Disease: (CD-TB-HIV-STD):

- ❖ Rec'd grant from state for \$20,000 for outreach for high risk individuals for Hepatitis A
- ❖ Staff will be going to Glen Oaks in Centreville to do a HIV/STD prevention talk to their students living in their new dormitories in March

Immunizations:

- ❖ Continue to have flu vaccine and flu continues to be widespread
- ❖ Private school in Hillsdale County closed for several days due to flu like illness
- ❖ Outreach continues in homeless shelters, drug rehab centers, food pantries, for high risk individuals for hepatitis A
- ❖ Three Rivers Hospital has asked us to immunize their staff in outlying clinics

Women, Infants, and Children's Nutrition Program (WIC):

- ❖ WIC participation slightly down
- ❖ 32 children had Fluoride/Varnish applied

Children's Special Health Care Services (CSHCS)and Lead:

- ❖ Clients total 803 in our jurisdiction

Hearing and Vision:

- ❖ Planning for kindergarten and preschool roundups

Valarie Newton, R.N., B.S.N.

Director of Personal Health and Disease Prevention

February-18

2017/18

YTD 2017/2018

YTD 2016/2017

	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total	BR	HD	TR	Total	
						AVERAGE FOR WIC 17/18					AVERAGE FOR WIC 16/17				
WIC PARTICIPATION/Average	1308	1140	773	1063	4284	1306.60	1146.00	768.80	1065.40	4286.80	1438.20	1201.00	1977.80	4617.00	
CHILD IMMUNIZATIONS															
Child Immunizations at CHA	177	148	0	52	377	931	789	0	547	2267	1518	844	959	3321	
Child Immunizations VFC Providers	1631	1343		2389	5363	10078	7689		13381	31148	11299	11255	18924	41478	
Total	1808	1491	0	2441	5740	11009	8478	0	13928	33415	12817	12099	19883	44799	
ADULT IMMUNIZATIONS															
Adult Immunizations at CHA	106	56	0	58	220	1119	308	47	472	1946	1025	250	253	1528	
TRAVEL VACCINATIONS															
Travel Immunizations	30	0	0	0	30	149	0	0	0	149	162	0	0	162	
COMMUNICABLE DISEASE															
STD treatments	3	4	0	4	11	17	17	0	22	56	28	6	36	70	
STD reports investigated	15	8	0	21	44	60	41	0	98	199	53	40	113	206	
CD # treated/ prophylaxis	0	0	0	0	0	0	0	0	0	0	0	3	0	3	
TB test + clients / prophylaxis seen	0	9	0	4	13	42	56	0	10	108	69	58	26	153	
HIV C & T	0	2	0	3	5	2	9	0	10	21	4	18	23	45	
ENROLLMENTS															
Medicaid (all) including Michild	1	0	0	2	0	12	0	0	25	37	9	0	31	40	
REFERRAL SERVICE															
Pregnancies referred	8	33	13	10	64	42	134	53	50	279	59	124	113	296	
MIHP referred	15	0	18	33	66	74	0	84	137	295	107	9	126	242	
H. Fam./ Begin., Fam. Success	12	0	0	0	12	49	0	0	0	49	121	0	0	121	
Free Clinics	2	0	0	0	2	5	0	0	0	5	15	3	6	24	
Other:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

**Personal Health and Disease Prevention-Report to Board of Health
for Month Ending February, 2018**

Program	2017/18 February				2017/18 YTD				2016/17 YTD			
	B	HD	SJ	Total	B	HD	SJ	Total	B	HD	SJ	Total
Hearing Screens												
Pre-school	0	0	25	25	0	57	212	269	192	264	419	875
School Age	434	378	217	1029	1028	851	1598	3477	1277	1028	2274	4579
Vision Screens												
Pre-school	0	0	29	29	0	15	247	262	289	259	317	865
School Age	382	781	888	2051	2745	2408	3501	8654	2845	2620	3567	9032
Children's Special Health Care Services												
Diagnostics	0	0	0	0	2	0	3	5	0	3	3	9
Assessments-Renewal	18	20	23	61	89	88	146	323	72	83	128	283
-New	3	4	4	22	27	27	35	89	16	22	35	73

Health Trends

**Communicable Disease Reporting
Branch County**

Disease Category	February 2018	January 2018	December 2017	2017 YTD	2016 Total
HIV/AIDS	0	0	0	1	0
Amebiasis	0	0	0	7	0
Animal Bite	1	2	2	27	44
Babesiosis	0	0	0	0	1
Campylobacter	0	2	1	9	7
Chicken Pox	0	0	1	1	1
Chlamydia	6	22	11	126	95
Coccidioidomycosis	0	0	0	0	0
Colds W/O Fever	163	148	201	1465	1112
Creutzfeldt-Jakob Disease	0	0	0	0	0
Cryptococcosis	0	0	0	0	0
Cryptosporidiosis	0	0	0	0	1
Encephalitis - Primary	0	0	0	0	0
Encephalitis - St. Louis	0	0	0	0	0
E Coli 0157	0	0	0	0	0
Flu Like Disease	337	313	145	1832	1295
GI Illness	740	652	646	5329	3418
Giardiasis	0	0	1	4	0
Gonorrhea	1	1	2	16	11
Granuloma Inguinale	0	0	0	0	0
Guillain Bar	0	0	0	0	0
Head Lice	49	37	49	421	362
Hepatitis A	0	0	0	0	1
Hepatitis C - Chronic	2	1	4	32	40
Hepatitis C - Unknown	0	0	0	0	0
Hepatitis B - Acute	0	0	0	0	0
Hepatitis B - Chronic	0	0	0	1	3
Hepatitis C Acute	0	0	0	1	0
Histoplasmosis	0	0	0	0	0
H. Influenzae Disease - Inv.	0	0	0	0	0
Impetigo	1	5	1	24	32
Influenza	0	11	1	8	13
Novel Influenza	0	0	0	0	0
Kawasaki	0	0	0	0	0
Legionellosis	0	0	0	0	1
Lyme Disease	0	0	0	0	2
Malaria	0	0	0	0	0
Menengitis - Aseptic	0	0	0	0	0
Menengitis - Bacterial	0	0	0	1	0
Mononucleosis	5	2	3	64	56
Mumps	0	0	0	0	0
Mycobacterium - Other	0	1	0	3	7
Norovirus	0	0	0	1	0
Pertussis	0	0	0	1	0
Pink Eye	10	11	37	174	530
Rabies - Animal	0	0	0	0	0
Salmonellosis	0	0	1	6	5
Scabies	0	0	2	6	10
Shiga toxin-producing (STEC)	0	0	0	1	0
Shigellosis	0	0	0	0	0
Shingles	0	0	0	1	0
Strep pneumoniae, Drug	0	0	0	0	2
Strep Pneumonia Inv Ds.	0	0	0	1	2
Staph Infections	0	0	0	0	0
Strep Invasive Gp A	0	0	0	0	2
Strep Throat	124	89	146	1102	515
Syphilis - Laten	0	0	0	1	1
Syphilis	0	0	0	0	0
Trichinosis	0	0	0	0	0
Tuberculosis	0	0	0	0	0
Unusual Outbreak/Occurrence	0	0	0	0	2
Vacomycin-Inter. Staph. Aureus	0	0	0	0	0
Yersinia Enteritis	0	0	0	0	0
VZ Infection, Unspecified	0	0	0	0	1
West Nile Virus	0	0	0	0	0
Total Reportable	1439	1297	1254	10666	7572

* < 5 cases



Health Trends

Communicable Disease Reporting Hillsdale County

Disease Category	February 2018	January 2018	December 2017	2017 YTD	2016 Total
HIV/AIDS	0	0	0	0	0
Animal Bite	5	2	5	65	62
Campylobacter	0	0	0	9	6
Chicken Pox	0	1	0	13	9
Chlamydia	12	4	11	85	96
Coccidioid	0	0	0	0	0
Colds W/O Fever	137	88	164	989	936
Creutzfeldt-Jakob Disease	0	0	0	0	0
Cryptococcosis	0	0	0	0	0
Cryptosporidiosis	0	0	0	1	7
Encephalitis - Primary	0	0	0	0	0
E Coli 0157	0	0	0	0	0
Flu like disease	569	253	104	1506	709
GI Illness	257	228	351	2126	1895
Giardiasis	0	0	0	0	1
Gonorrhea	0	1	0	5	5
Guillain Bar	0	0	0	0	0
H. Influenza Disease, Inv.	0	0	0	0	0
Head lice	11	35	35	171	191
Hemolytic Uremic Syndrome	0	0	0	1	1
Hepatitis A	0	0	0	2	1
Hepatitis B - Acute	0	0	0	1	0
Hepatitis B - Chronic	1	0	1	4	3
Hepatitis C	0	0	0	0	0
Hepatitis C Chronic	1	7	1	49	43
Hepatitis C Unknown	0	0	0	0	0
Hepatitis C Acute	0	0	0	2	0
Histoplasmosis	0	0	0	0	1
Impetigo	0	2	0	18	17
Influenza	21	10	0	18	16
Kawasaki	0	0	0	1	0
Legionellosis	0	0	1	2	1
Listeriosis	0	0	0	0	0
Lyme Disease	0	0	0	0	2
Menengitis - Aseptic	0	0	0	0	1
Menengitis - Bacterial	0	0	0	0	0
Meningococcal	0	0	0	0	0
Mononucleosis	1	1	0	14	15
Myobacterium - Other	0	0	0	4	1
Norovirus	0	0	0	0	0
Pertussis	0	0	0	2	2
Pink Eye	19	8	33	191	316
Rabies - Animal	0	0	0	0	0
Salmonellosis	0	0	0	7	19
Scabies	1	1	0	10	2
Shiga toxin-producing (STEC)	0	0	0	1	1
Shigellosis	0	0	0	1	0
Shingles	0	0	1	1	1
Staph Infections	0	0	0	0	0
Strep throat	94	48	47	588	264
Strp Inv GP A	0	1	0	1	2
Strep Pneum	0	2	1	10	4
Syphilis	0	0	0	2	0
Trachoma	0	0	0	0	0
Unusual Outbreak or Occurrence	0	9	0	1	0
WNV	0	0	0	0	0
VZ Infection - unspecified	0	0	0	5	2
West Nile Virus	0	0	0	2	0
Zika	0	0	0	0	1
Total Reportable	1129	701	755	5908	4633

* < 5 cases

Health Trends

Communicable Disease Reporting St. Joseph County

Disease Category	February 2018	January 2018	December 2017	2017 YTD	2016 Total
HIV/AIDS	0	0	0	3	*
Animal Bite	2	1	0	6	1
Blastomycosis	0	0	0	0	0
Brucellosis	0	0	0	2	0
Campylobacter	1	3	2	16	25
Chicken Pox	0	0	0	11	11
Chlamydia	11	19	18	189	200
Colds W/O Fever	186	56	299	2014	1665
Coccidioidomycosis	0	0	0	0	0
Cryptosporidiosis	0	0	0	4	2
Encephalitis - Primary	0	0	0	0	0
Encephalitis - Post Other	0	0	0	0	0
E Coli 0157	0	0	0	0	0
Flu like disease	1344	646	311	2713	1538
GI Illness	566	226	520	3764	3039
Giardiasis	0	0	0	5	6
Gonorrhea	3	2	4	36	26
Guillian-Barre Syndrome	0	0	0	0	0
H. Influenzae Disease Inv.	0	0	0	0	2
Head lice	52	31	60	651	668
Hemolytic Uremic Syndrome	0	0	0	0	0
Hepatitis A	0	0	1	2	1
Hepatitis B - Acute	0	0	1	1	0
Hepatitis B - Chronic	0	1	0	3	5
Hepatitis C Chronic	5	3	4	49	45
Hepatitis C Unknown	0	0	0	1	0
Hepatitis C Acute	0	0	0	0	1
Histoplasmosis	0	0	0	1	4
Impetigo	1	3	3	33	41
Influenza	17	40	0	53	27
Influenza, Novel	0	0	0	0	1
Listeriosis	0	0	0	0	0
Lyme Disease	0	0	0	2	4
Malaria	0	0	0	0	0
Menengitis - Aseptic	0	0	0	0	3
Menengitis - Bacterial	0	0	0	0	2
Meningococcal	0	0	0	0	0
Mono	1	2	1	32	23
Mumps	0	0	0	0	0
Mycobacterium - Other	0	0	0	3	1
Norovirus	0	0	0	25	0
Pertussis	0	0	0	0	1
Pink Eye	23	12	46	437	515
Rabies- Animal	0	0	0	0	0
Rickettsial Dis. - Spotted	0	0	0	0	0
Salmonellosis	0	0	1	13	7
Scabies	0	2	1	11	11
Shiga Toxin-prod. (STEC)	0	0	0	0	0
Shingles	0	0	0	0	0
Shigellosis	0	0	0	1	0
Strep Pneumo, Drug Resistant	0	0	0	0	0
Strep Pneumonia Inv. Dis.	0	1	0	4	10
Strep disorder Inv. Grp. A	0	0	0	1	1
Strep throat	106	32	129	1139	809
Syphillis- Early Latent	0	0	0	0	3
Syphillis - Late Latent	0	0	0	1	1
Syphillis - Primary	0	0	0	1	0
Tuberculosis	0	0	0	0	0
Unusual Outbreak/Occurrence	0	0	28	29	2
Vibriosis	0	0	0	0	0
West Nile Virus	0	0	0	0	0
VZ Infection, Unspecified	0	1	0	1	1
Zika	0	0	0	0	1
Monthly total	2318	1081	1429	11257	8703

* < 5 cases

**Branch-Hillsdale-St. Joseph Community Health Agency
Environmental Public Health Services
Report for the March, 22 2018 Board of Health Meeting
Prepared by Paul Andriacchi R.E.H.S, Director of Environmental Health**

Food Service Sanitation

I am happy to report that our recent Food Service Program accreditation review went very well. The food program has 16 MPR's (minimum program requirements) that are reviewed. We achieved passing scores for all 16 MPR's and attained a status of special commendation for 6 MPR indicators. I wanted to acknowledge the entire food program staff (Joe Frazier -Food Program Coordinator, Carrie Southern, Hannah Warner and Shawn Monroe) for a job well done! The majority of the review is done in the office, reviewing a vast array of paperwork including: inspection reports, policies and procedures, variances, food borne illness reports and many others. The other element of the review is a field component. Based on our staffing and inspection load we were required to have two field inspection reviews. We selected our two newest food inspectors (Hannah Warner-St. Joseph Co. and Shawn Monroe-Hillsdale Co.) to complete this component of our review. Hannah and Shawn did an excellent job and both attained scores over 90% on their inspection audits. Joe Frazier did an awesome job in preparation for this accreditation cycle. Joe took over his position shortly after Rob Stauffer left our agency in March 2016, when I was promoted to EH Director. At that time, we had just hired Hannah and needed to fill another full-time food vacancy created by his promotion. Rob had been the only standardized trainer for the agency so with his departure we were left without anybody certified to do training for new food staff. Joe hit the ground running and got his standardization credential and then immediately started the training process for Hannah and we embarked on the hiring and training process for Shawn. Joe developed the staff very quickly and as reflected by their performance during the accreditation review, trained them very well.



Well & On-Site Sewage

We were equally successful with our On-Site Septic accreditation review last week. There are 5 MPR's for the On-site program, we passed all of the MPR's and had special commendation on two of them. The DEQ had previously completed our well program accreditation that also passed all of the MPR's. I wanted to acknowledge our entire field staff: Lee Zimmerman-St. Joseph County, Cody Johnson-St. Joseph County, Tony Headley-Branch County and James Young-Hillsdale County. These guys have done a tremendous job for us I doing quality work with an ever-increasing workload. We are currently very fortunate to have a field staff that is very experienced. In talking with the DEQ evaluator, this is far from the norm across the state, in fact he mentioned one county in particular who's highest seniority field staff member was there only 6 months. I feel very fortunate to have such a stable and experienced staff working these programs for our agency. I would be remiss if I did not also acknowledge all of our clerical staff (Stephanie Hough-St. Joseph County, Stephanie Wolgast-St. Joseph County, Marcia Ledyard-Branch County and Brandie Lennox-Hillsdale County). All of these ladies are so vital to our day to day operations in all of our program areas and they all do an excellent job.

EH Service Statistics Report

BRANCH - HILLSDALE - ST. JOSEPH COMMUNITY HEALTH AGENCY

ENVIRONMENTAL HEALTH SERVICE REPORT 2017/2018

	FEBRUARY				YTD 2017/2018				YTD 2016/2017			
	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL
WELL/SEWAGE SYSTEM EVAL.	-	-	-	-	2	1	3	6	9	-	7	16
CHANGE OF USE EVALUATIONS - FIELD	1	-	1	2	7	7	10	24	2	12	16	30
CHANGE OF USE EVALUATIONS - OFFICE	4	-	1	5	15	-	14	29	5	-	16	21
ON-SITE SEWAGE DISPOSAL												
PERMITS NEW CONSTRUCTION ISSUED	1	2	-	3	14	13	25	52	13	20	33	66
REPAIR/REPLACEMENT ISSUED	6	1	3	10	20	15	19	54	15	18	40	73
VACANT LAND EVALUATION	-	-	2	2	1	2	8	11	-	6	6	12
PERMITS DENIED	-	-	-	-	-	-	-	-	-	-	1	1
TOTAL	7	3	5	15	35	30	52	117	28	44	80	152
SEWAGE PERMITS INSPECTED	1	2	2	3	27	40	47	112	34	37	42	113
WELL PERMITS ISSUED	7	6	7	20	55	45	72	172	50	50	83	183
WELL PERMITS INSPECTED	10	13	16	39	58	52	81	191	56	49	64	155
FOOD SERVICE INSPECTION												
PERMANENT	21	30	21	72	102	116	129	347	116	112	151	379
NEW OWNER / NEW ESTABLISHMENT	-	2	-	2	5	3	4	12	2	3	6	11
FOLLOW-UP INSPECTION	1	3	6	10	7	11	10	28	16	5	15	36
TEMPORARY	-	2	-	2	7	12	13	32	8	7	13	28
STFU/MOBILE	-	-	-	-	2	10	1	13	-	6	2	8
PLAN REVIEW APPLICATIONS	-	1	-	1	-	2	1	3	3	-	1	4
FOOD COMPLAINTS RECEIVED	-	-	-	-	5	2	2	9	3	-	6	9
FOODBORNE ILLNESS INVESTIGATED	-	-	-	-	-	-	1	1	-	-	-	-
FOOD CLASSES												
MANAGEMENT CERTIFICATION CLASS	n/a	n/a	n/a	14	n/a	n/a	n/a	93	n/a	n/a	n/a	25
FOOD HANDLERS CLASS	n/a	n/a	n/a	-	n/a	n/a	n/a	-	n/a	n/a	n/a	-
METH LAB REFERRALS	-	-	-	-	-	-	1	1	4	-	3	7
METH LAB LETTERS SENT	-	-	-	-	-	-	-	-	1	-	1	2
CAMPGROUND INSPECTION	-	-	-	-	-	-	-	-	-	-	-	-
NON-COMM WATER SUPPLY INSP.	-	1	-	1	-	1	2	3	13	5	5	23
SWIMMING POOL INSPECTION	-	-	-	-	10	4	-	14	9	4	-	13
PROPOSED SUBDIVISION REVIEW	-	-	-	-	-	-	-	-	-	-	-	-
SEPTIC TANK CLEANER	1	-	-	1	1	-	1	2	1	-	-	1
DHS LICENSED FACILITY INSP.	4	1	7	12	12	23	30	65	10	21	15	46
COMPLAINT INVESTIGATIONS	2	1	3	6	6	6	11	23	8	3	7	18
LONG TERM MONITORING	-	-	-	-	-	-	4	4	-	-	2	2
BODY ART FACILITY INSPECTIONS	-	1	1	2	-	3	1	5	-	3	-	3

Branch-Hillsdale-St Joseph

Food Establishment Inspection Report

For Date Range: 02/01/2018 - 02/28/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
JAYWALKER RESTAURANT	WHITE PIGEON	02/14/18	ENFORCEMENT AC		0	
BIG KING BUFFET OF DONG INC	THREE RIVERS	02/01/18	PREOPENING/NEV	0 0	0	3
WHITE PIGEON BOWL	WHITE PIGEON	02/23/18	PREOPENING/NEV	0 0	0	0
AMERICAN LEGION POST 360	READING	02/27/18	ROUTINE/FULL	0 0	0	1
APPOLONI'S RISTORANTE & PIZZERIA	THREE RIVERS	02/15/18	ROUTINE/FULL	0 0	0	0
BIGGBY COFFEE	HILLSDALE	02/06/18	ROUTINE/FULL	0 0	0	2
CONSTANTINE BREWING COMPANY LLC	CONSTANTINE	02/16/18	ROUTINE/FULL	0 0	0	0
CONSTANTINE COMMUNITY SOUP KITCH	CONSTANTINE	02/05/18	ROUTINE/FULL	0 0	0	0
ELKS LODGE	COLDWATER	02/12/18	ROUTINE/FULL	0 0	0	0
FIRST BAPTIST CHURCH	COLDWATER	02/05/18	ROUTINE/FULL	0 0	0	0
FIRST UNITED METHODIST CHURCH OF E	BRONSON	02/14/18	ROUTINE/FULL	0 0	0	1
FRONTIER UNITED METHODIST	FRONTIER	02/01/18	ROUTINE/FULL	0 0	0	0
GIRARD UNITED METHODIST CHURCH	COLDWATER	02/02/18	ROUTINE/FULL	0 0	0	0
HAMPTON INN	STURGIS	02/22/18	ROUTINE/FULL	0 0	0	0
HOT 'N NOW	STURGIS	02/02/18	ROUTINE/FULL	0 0	0	0
LAKEVIEW CHURCH	CAMDEN	02/14/18	ROUTINE/FULL	0 0	0	0
LIL PEPPI'S PIZZA	SOMERSET CENTEF	02/16/18	ROUTINE/FULL	0 0	0	2
MCDONALD'S JLMAC, LLC	WHITE PIGEON	02/22/18	ROUTINE/FULL	0 0	0	0
NEW JERUSALEM CHRISTIAN FELLOWSH	CEMENT CITY	02/23/18	ROUTINE/FULL	0 0	0	0
NORTH ADAMS UNITED METHODIST CHU	NORTH ADAMS	02/16/18	ROUTINE/FULL	0 0	0	0
OUR SAVIOR LUTHERAN CHURCH	UNION CITY	02/20/18	ROUTINE/FULL	0 0	0	0
READING PIZZA BARN	READING	02/27/18	ROUTINE/FULL	0 0	0	0
RED FOX SPORTSMAN CLUB	JONESVILLE	02/26/18	ROUTINE/FULL	0 0	0	0
RIVERSIDE CHURCH	THREE RIVERS	02/15/18	ROUTINE/FULL	0 0	0	0
RIVIERA THEATRE BAR	THREE RIVERS	02/12/18	ROUTINE/FULL	0 0	0	0
SOMERSET BEACH CAMPGROUND	SOMERSET CENTEF	02/23/18	ROUTINE/FULL	0 0	0	0
ST PAUL'S LUTHERAN CHURCH	HILLSDALE	02/01/18	ROUTINE/FULL	0 0	0	0
ST. JOHN'S LUTHERAN CHURCH	THREE RIVERS	02/21/18	ROUTINE/FULL	0 0	0	0
STURGIS BIGGBY COFFEE	STURGIS	02/15/18	ROUTINE/FULL	0 0	0	0
THE DAILY GRIND	UNION CITY	02/26/18	ROUTINE/FULL	0 0	0	0
THE LOCAL	CENTREVILLE	02/07/18	ROUTINE/FULL	0 0	0	1
THREE RIVERS HEALTH	THREE RIVERS	02/05/18	ROUTINE/FULL	0 0	0	1
THREE RIVERS PIZZA HUT	THREE RIVERS	02/06/18	ROUTINE/FULL	0 0	0	0

Branch-Hillsdale-St Joseph

Food Establishment Inspection Report

For Date Range: 02/01/2018 - 02/28/2018

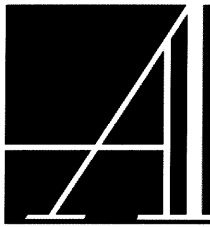
Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
TIP-UP ISLAND	COLDWATER	02/08/18	ROUTINE/FULL	0 0	0	0
UNION CITY UNITED METHODIST CHURCH	UNION CITY	02/26/18	ROUTINE/FULL	0 0	0	0
VICTORIA VILLA INN	UNION CITY	02/26/18	ROUTINE/FULL	0 0	0	0
WENDY'S	THREE RIVERS	02/06/18	ROUTINE/FULL	0 0	0	0
WENDY'S #762	HILLSDALE	02/22/18	ROUTINE/FULL	0 0	0	2
WHITE STAR AUCTION INC	BRONSON	02/14/18	ROUTINE/FULL	0 0	0	0
YMCA CAMP EBERHART	THREE RIVERS	02/28/18	ROUTINE/FULL	0 0	0	0
YOUTH FOR CHRIST	STURGIS	02/26/18	ROUTINE/FULL	0 0	0	0
THE SALVATION ARMY	HILLSDALE	02/15/18	ROUTINE/FULL	0 0	0	1
AMERICAN LEGION REC CLUB	QUINCY	02/26/18	ROUTINE/FULL	0 1	0	1
COLDWATER CHURCH OF THE NAZARENES	COLDWATER	02/14/18	ROUTINE/FULL	0 1	0	0
COLDWATER HAMPTON INN	COLDWATER	02/23/18	ROUTINE/FULL	0 1	0	0
DAIRY QUEEN	STURGIS	02/28/18	ROUTINE/FULL	0 1	0	0
HOLIDAY INN EXPRESS & SUITES	THREE RIVERS	02/20/18	ROUTINE/FULL	0 1	0	0
AMERICAN LEGION POST #52	COLDWATER	02/22/18	ROUTINE/FULL	1 0	1	0
CAVONI'S	THREE RIVERS	02/21/18	ROUTINE/FULL	1 0	1	0
CHICAGO ROAD CAFE	STURGIS	02/02/18	ROUTINE/FULL	1 0	0	0
D & S LOUNGE	PITTSFORD	02/07/18	ROUTINE/FULL	1 0	1	1
HOLIDAY INN EXPRESS & SUITES	COLDWATER	02/23/18	ROUTINE/FULL	1 0	1	1
MCDONALD'S JLMAC, LLC	CENTREVILLE	02/07/18	ROUTINE/FULL	1 0	1	1
WENDY'S--STURGIS	STURGIS	02/27/18	ROUTINE/FULL	1 0	1	1
FIESTA MEXICANA	STURGIS	02/15/18	ROUTINE/FULL	0 1	0	8
JT'S BILLIARDS BAR & GRILL LLC	COLDWATER	02/07/18	ROUTINE/FULL	0 2	0	2
NEW DRAGON EXPRESS	STURGIS	02/08/18	ROUTINE/FULL	0 2	0	3
ARBY'S	COLDWATER	02/05/18	ROUTINE/FULL	1 1	1	3
BILL'S GRILL HOUSE	COLDWATER	02/22/18	ROUTINE/FULL	1 1	0	2
CHINA I	COLDWATER	02/07/18	ROUTINE/FULL	1 1	1	4
CITY LIMITS DELI	LITCHFIELD	02/12/18	ROUTINE/FULL	1 1	1	1
COUNTRY TABLE RESTAURANT	WHITE PIGEON	02/16/18	ROUTINE/FULL	1 1	1	3
HERE'S TO YOU PUB AND GRUB	HILLSDALE	02/06/18	ROUTINE/FULL	1 1	1	2
LOS TEQUILAS MEXICAN RESTAURANT	COLDWATER	02/01/18	ROUTINE/FULL	1 1	0	5
ROSALIES ROADHOUSE	JONESVILLE	02/08/18	ROUTINE/FULL	1 1	1	1
SOMERSET CAFE	JEROME	02/16/18	ROUTINE/FULL	1 1	1	0
MADIGAN'S	ALLEN	02/15/18	ROUTINE/FULL	2 0	2	0
SUBWAY #25539	THREE RIVERS	02/26/18	ROUTINE/FULL	2 0	2	1

Branch-Hillsdale-St Joseph Food Establishment Inspection Report

For Date Range: 02/01/2018 - 02/28/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
EL SEMBRADOR LLC	STURGIS	02/01/18	ROUTINE/FULL	1 2	0	6
OASIS RESTAURANT	THREE RIVERS	02/01/18	ROUTINE/FULL	1 2	1	2
EL CERRITO	HILLSDALE	02/20/18	ROUTINE/FULL	2 1	1	2
THE CLUBHOUSE	CAMDEN	02/21/18	ROUTINE/FULL	2 1	2	0
EAGLES LODGE 1314	STURGIS	02/27/18	ROUTINE/FULL	2 2	2	3
C.J. FISHER LAKE INN	THREE RIVERS	02/20/18	ROUTINE/FULL	3 2	3	0
BIG BOY RESTAURANT MANAGEMENT, LL	COLDWATER	02/26/18	ROUTINE/FULL	4 1	3	8
ENERGY SMOOTHIE BOOTH	HOMER	02/18/18	STFU/MOBILE		0	
THE SAUCY DOG'S BBQ	JONESVILLE	02/01/18	FOLLOW UP		1	
CITY LIMITS DELI	LITCHFIELD	02/28/18	FOLLOW UP		0	
MADIGAN'S OF LITCHFIELD	LITCHFIELD	02/01/18	FOLLOW UP		0	
MADIGAN'S OF LITCHFIELD	LITCHFIELD	02/12/18	FOLLOW UP		0	
BAW BEESE AMERICAN LEGION	HILLSDALE	02/06/18	FOLLOW UP		1	
COTTAGE INN	HILLSDALE	02/12/18	FOLLOW UP		1	
OASIS RESTAURANT	THREE RIVERS	02/21/18	FOLLOW UP		0	
CLEMEN'S FOOD GROUP- AVI FOODSYST	COLDWATER	02/08/18	FOLLOW UP		1	
SPENCERS RIVERFRONT GRILL	THREE RIVERS	02/01/18	FOLLOW UP		2	
SPENCERS RIVERFRONT GRILL	THREE RIVERS	02/12/18	FOLLOW UP		1	

ENFORCEMENT ACTION 1
 PREOPENING/NEW 2
 ROUTINE/FULL 72
 STFU/MOBILE 1
 FOLLOW UP 10
 CLOSED: 0
 COMPLAINTS: 0
 CONSTRUCTION: 0
 CONSULT: 0
 FOOD BORNE INVEST.: 0
 OTHER: 0
 PERMANENTLY CLOSED: 0
 TEMPORARY: 0
 VENDING: 0
 TOTAL NUMBER OF INSPECTIONS: 86



Area
Agency on
Aging (IIC)
Branch-St. Joseph

March 22, 2018

Coordinator's Report

Updates:

1. The Michigan Aging & Adult Services Agency has begun the process of engaging Area Agencies on Aging for discussion & input as they revise and update all of the Access and service coordination Operating Standards. The Community Living Program team and I are attending the meetings as the revisions, updates and discussion will directly impact our local operations. The networking, best practices and policy development are already sparking creativity and quality improvement ideas! We are appreciative of the approach AASA is taking to engage our staff to talk about implications of the changes proposed and develop new approaches.
2. Sarah Watson, our Program Specialist, is taking the lead on a special grant we have this year called Aging Mastery Program® or AMP. It's a fun approach to living that celebrates the gift of a long life. The program combines goal-setting, daily routines, and peer support to help people make meaningful changes in their lives. The AMP philosophy is that modest lifestyle changes can produce big results.

Sarah presented AMP at the Sturgis Enrichment Center, Coldwater Church of Christ (Branch County's congregational meal site) and Burnside Center to gain input on which "elective" class sounded the most interesting to people. This elective class will serve as somewhat of a "teaser" to introduce AMP. Our goal is to start a buzz throughout the region and to fill classes once we establish the schedule. Sarah gathered over 30 surveys and is in the process of scheduling speakers for each county's elective classes. Once the elective classes are complete, we will offer the full 10-class session later this spring. I will share the class schedules once they are finalized this April-May.

3. Fiscal Year 2019 planning has begun! Yes, even though we STILL do not have a full year Statement of Grant Award from AASA for THIS YEAR, we'll start planning for next... More to come!!

I'll hope to share updates of the FY2018 federal budget status at the BOH meeting, as the current Continuing Resolution is set to expire on March 22nd...

4. Save the Date: The 11th Annual Older Michiganiaan's Day 2018 is MAY 16, 2018 on the East Lawn of the State Capitol!