

March 28, 2019 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:02 a.m. by Chairman, Don Vrablic, with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Don Vrablic, Bruce Caswell, Terri Norris, Al Balog, and Mark Wiley.

Also present from BHSJ: Rebecca Burns, Dr. Vogel, Theresa Fisher, Yvonne Atwood, Joe Frazier, and Laura Sutter.

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

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

Public comment:

- None

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Annual Audit Year End Close, Hometown Hero Award, LARA's Legal Division of the Bureau of Medical Marihuana Regulation, AAA3c, Personnel Policy Manual, New Software Updates, Legionella, Health Promotion & Education Updates, Staff Vacancies, Agency Attorney, Annual All Staff Meeting, Comprehensive Compensation Study, Legislative Updates, and the Hepatitis A Outbreak.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's reports covered Colorectal Cancer Screening.

Committee Reports:

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

Financial Reports/Expenditures

- Ms. Norris moved to approve the expenditures as reported with support from Mr. Wiley. The motion carried.

Unfinished Business

- There was no unfinished business to discuss.

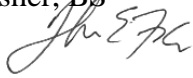
New Business:

- a. Ms. Norris moved to place the audit on file with support from Mr. Balog. The motion carried.

- b. Ms. Norris moved to amend our EH Food Services Fee Schedule to reflect the increase to the state surcharge, understanding that the proposed schedule included in the packet contains a clerical error and should read \$30 in the state surcharge column, effective March 28, 2019, with support from Mr. Wiley. The motion carried (4-1).

Ms. Norris moved to adjourn the meeting with support from Mr. Wiley. The motion passed and the meeting was adjourned at 10:40 AM.

Respectfully Submitted by:
Theresa Fisher, BS

A handwritten signature in black ink, appearing to read 'Theresa Fisher', is written over the printed name.