

August 27, 2020 – Board of Health Meeting Minutes

The meeting was held electronically via Zoom meetings due to the COVID-19 Pandemic. The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:00 a.m. by Chairman, Bruce Caswell, with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Bruce Caswell, Kathy Pangle, Allan Balog, and Terri Norris. Mark Wiley and Tom Matthew joined the meeting at 9:06 AM.

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

Ms. Pangle moved to approve the agenda with support from Ms. Norris. A roll call vote was taken and the motion passed 4-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes)

Ms. Norris moved to approve the minutes from the previous meeting with support from Ms. Pangle. A roll call vote was taken and the motion passed 4-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes)

Public comment:

- None

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Flu Vaccination, COVID-19, Pop-Up Testing, Health Department Offices Open/Service Updates, Contact Tracing, Schools, Staff Capacity, Workforce Development Cross-Jurisdictional Grant, Strategic Planning, Health Department Leases, Health Promotion & Education Updates, Michigan Center for Rural Health, and Appeal Received.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. The subject of this month's report was Children and COVID-19 Risk.

Committee Reports:

- Finance Committee – Ms. Norris moved to approve the minutes from the August 24, 2020 meeting with support from Ms. Pangle. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)
- Program, Policy, and Appeals Committee – Ms. Norris moved to approve the minutes from the August 24, 2020 meeting with support from Mr. Wiley. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)

Financial Reports/Expenditures

- Ms. Norris moved to approve the expenditures as reported with support from Mr. Wiley. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)

Unfinished Business

- Mr. Matthew moved to approve the FOIA Policy as presented with support from Mr. Wiley. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)

New Business:

- Ms. Norris moved to approve maintaining the 80%/20% cost sharing plan for health insurance, with support from Mr. Balog. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)
- Ms. Norris moved to approve maintaining the current Employee Health Insurance plan with no changes, with support from Mr. Wiley. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)
- Ms. Norris moved to approve the FY19/20 Budget Amendment #4 as presented, with support from Ms. Pangle. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)
- Ms. Norris moved to approve the AAA Fy21 Provider Allocations as presented, with support from Mr. Wiley. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)
- Ms. Norris moved to approve supporting the Area Agency on Aging's request to approach St. Joseph county Board of Commissioners to seek approval of the increased allocation for AAA3c for fiscal year 2020/21 and to approach Branch County Board of Commissioners to maintain current funding levels. The motion received support from Mr. Matthew. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Ms. Norris, yes; Mr. Matthew, yes; Mr. Wiley, yes)

Department Reports

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

With no further business the meeting was adjourned at 10:26 AM.

Respectfully Submitted by:

Theresa Fisher, BS

