

January 27, 2022 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Kathy Pangle at 9:01 a.m. with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Kathy Pangle, Tom Matthew, Brent Leininger, Mark Wiley, and Jared Hoffmaster.

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

Mr. Leininger moved to approve the agenda, with support from Mr. Hoffmaster. The motion passed unopposed.

Mr. Hoffmaster moved to approve the minutes from the December 13, 2022, meeting with support from Mr. Wiley. The motion passed unopposed.

Mr. Leininger moved to elect Mr. Matthew as the Board Chair, with support from Mr. Hoffmaster. The motion passed unopposed.

Ms. Pangle moved to elect Mr. Wiley as the Board Vice-Chair, with support from Mr. Leininger. The motion passed unopposed.

Ms. Pangle moved to assign Mr. Hoffmaster, Mr. Leininger, and Mr. Houtz to the Finance Committee, with support from Mr. Hoffmaster. The motion passed unopposed.

Mr. Leininger moved to assign Mr. Wiley, Mr. Matthew, and Ms. Pangle to the Program, Policy, and Appeals Committee, with support from Mr. Wiley. The motion passed unopposed.

Public Comment: Public comment was given by Resident Mapes, Resident Lashaway, and Resident Adams.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: COVID Testing, COVID Vaccinations, COVID-19 Therapeutics, COVID Omicron Variant, COVID-19 Data Round-Up, School Communication, Workplace COVID Safety, Sturgis Office, Agency Audit, MCDC Hillsdale Location, Homeless Point in Time Count, Rural Opioid Implementation Grant, KN95 Masks, Monoclonal Antibody Treatment in Short Supply, and 7-Day Positivity Graphs.

Karen Luparello, reviewed the Medical Director's monthly report. This month's educational report was titled, "What is Radon Gas?".

Committee Reports:

- Finance Committee – Mr. Hoffmaster moved to approve the minutes from the January 10, 2022 Finance Committee Meeting with support from Mr. Leininger. The motion passed unopposed.
- Program, Policy, and Appeals Committee – Mr. Wiley moved to approve the minutes from the January 10, 2022 Program, Policy, & Appeals Committee meeting with support from Ms. Pangle. The motion passed unopposed.

Financial Reports/Expenditures

- Mr. Hoffmaster moved to approve the expenditures as reported with support from Mr. Leininger. The motion passed unopposed.

Unfinished Business

- None

New Business:

- Ms. Pangle moved to approve the Board of Health Meeting Schedule as amended to remove duplicate meeting dates/times, with support from Mr. Wiley. The motion passed unopposed.
- Mr. Wiley moved to approve the By-Laws, as presented, with support from Ms. Pangle.
 - Mr. Leininger moved to amend Mr. Wiley’s motion to strike section 4, from Article IV, with support from Mr. Hoffmaster. The motion to amend passed unopposed. The motion, as amended, passed unopposed.
- Ms. Pangle moved to approve the Health Officer Evaluation Policy, as presented, with support from Mr. Wiley.
 - Mr. Leininger moved to amend Ms. Pangle’s motion to include a fourth bullet which reads, “Board of Health Members will be presented a copy of the employee satisfaction survey prior to the evaluation taking place.” The motion received support from Mr. Wiley. The motion to amend passed unopposed. The motion, as amended, passed unopposed.
- Mr. Hoffmaster moved to approve the updated Personnel Policy, as presented, with support from Mr. Wiley. The motion passed unopposed.
- Mr. Leininger moved to approve FY21/22 Budget Amendment #1, with support from Mr. Hoffmaster. The motion passed unopposed.
- Mr. Wiley moved to approve the proposal to contribute \$50,000 toward an incentive package to assist MCDC in hiring a dentist for the Hillsdale MCDC clinic. The motion received support from Mr. Hoffmaster. The motion passed unopposed.
- An Information report was reviewed related to the Census Data used for county appropriations.

Departmental Reports:

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

Public Comment: Public comment was given by Resident Mapes, Resident Lashaway, and Resident Adams.

With no further business, Ms. Pangle moved to adjourn the meeting with support from Mr. Leininger. The motion passed and the meeting was adjourned at 11:25 AM.

Respectfully Submitted by:

Theresa Fisher,

