

BOARD OF HEALTH – PROGRAM, POLICY, & APPEALS COMMITTEE
Agenda for February 14, 2022 at 1:00 PM

Meeting Location: Branch County Courthouse, Commissioner’s Meeting Room,
31 Division St., Coldwater, MI

1. Call to Order
 - a. Roll Call
2. Public Comment
3. New Business
 - a. Attorney Appointment*
 - b. Employee Recognition
4. Public Comment
5. Adjournment

NEW MATTER REPORT

Client: Branch Hillsdale St. Joseph CHA Date March 4, 2016

Address 570 Marshall Road New Client Present Client

Coldwater MI 49036
(City) (State) (Zip Code)
Soc. Sec. # _____

Business Phone: 517-279-9561 Client No. _____

Contact: Maureen Petzko Home Phone: _____

File Name: Branch Hillsdale St. Joseph CHA/General

Nature of Matter: General

Amount Involved: _____ Area of Practice Code: _____

Opposing Party: _____

(Address) (Phone Number)

Opposing Lawyer: _____

(Name) (Phone Number)

Fixed Fee of \$ _____ Or Range of \$ _____ To \$ _____

Time Rate \$150.00/Hour

Contingency of: _____

Fee to be determined on basis of work done, taking into account all relevant factors.

Other: _____

Estimated Fee \$ _____

New General Retainer \$ _____ Per _____ Effective _____

Opening Advance of \$ _____

Billing Instructions for Bookkeeper:

	<u>Monthly</u>	<u>Quarterly</u>	<u>Upon Conclusion</u>	<u>Other</u>
Fee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disbursements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other _____

File Cards Prepared By: _____ Date _____

Open New File Include Existing File No File

Files Checked for Conflict of Interest By: Cindy Tremonti Date _____

Opened By: JLD Engagement received from: _____

Responsible Lawyer JLD Engagement received by: _____

Assigned Lawyers JLD

Comments _____



BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH
AGENCY | YOUR LOCAL
HEALTH DEPARTMENT
www.bhsj.org



2022 CERTIFICATE OF RECOGNITION FOR YEARS OF DEDICATED SERVICE

5 Years

Terri Penney

10 Years

Jolene Hurst

15 Years

Stephanie Hough

Dale Cross

Carrie Southern

Carol Anderson

David Wagoner