
January 26, 2023 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Tom Matthew at 9:00 AM with the Pledge of Allegiance to the Flag of the United States led by Commissioner Lanius. Roll call was completed as follows: Tom Matthew, Jared Hoffmaster, Brent Leininger, and Steve Lanius.

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

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

Mr. Hoffmaster moved to nominate Mr. Leininger as the Board Chair, with support from Mr. Matthew.

Mr. Hoffmaster moved to close the nominations for Board Chair, with support from Mr. Matthew. The motion passed unopposed.

A roll call vote was taken to elect Mr. Leininger as the Chair and the motion passed 4-0 (Mr. Matthew, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, Yes; Mr. Lanius, Yes).

Mr. Leininger, the newly elected Chair took office and began running the meeting.

Mr. Matthew moved to nominate Mr. Hoffmaster as the Board Vice-Chair, with support from Mr. Lanius.

Mr. Matthew moved to close the nominations for Vice-Chair, with support from Mr. Lanius.

A roll call vote was taken to elect Mr. Hoffmaster as the Vice-Chair and the motion passed 4-0 (Mr. Matthew, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, Yes; Mr. Lanius, Yes).

Mr. Hoffmaster moved to approve the minutes from the December 8, 2022, meeting with support from Mr. Lanius. The motion passed unopposed.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Welcome Board of Health Members, Board of Health Lunches to Meet Our Team, Community Health Needs Assessment (CHNA)/Community Health Improvement Plan (CHIP), Hillsdale MCDC Dental Center, Community Health Worker Program, Mpox & Ebola, Flu Vaccine, COVID, Accreditation, Agency Insurance Update, Coldwater Office, Hillsdale Office, Three Rivers Office, Sturgis Office, and Health Promotion and Education.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Obesity in the United States".

Committee Reports:

- Did not meet.

Financial Reports/Expenditures

- Mr. Hoffmaster moved to approve the expenditures for December as reported with support from Mr. Matthew. The motion passed unopposed.
- Mr. Hoffmaster moved to place the financials from December on file with support from Mr. Matthew. The motion passed unopposed.

Laura Sutter from BHSJ joined the meeting at 9:48 AM.

Unfinished Business

- None

New Business:

- Mr. Lanius moved to approve the changes to the ByLaws as presented with support from Mr. Hoffmaster. A roll call vote was taken and the motion failed 1-3 (Mr. Matthew, No; Mr. Hoffmaster, Yes; Mr. Leininger, No; Mr. Lanius, No).
- Mr. Leininger, Chair made the following committee appointments: Mr. Matthew, Mr. Baker, and Mr. Leininger to the Program, Policy, and Appeals Committee, with Mr. Matthew serving as the Chair.
- Mr. Leininger, Chair made the following committee appointments: Mr. Hoffmaster, Mr. Houtz, and Mr. Lanius to the Finance Committee, with Mr. Hoffmaster serving as the Chair.
- Mr. Hoffmaster moved to accept the Board of Health meeting schedule, as amended during the meeting discussion, with support from Mr. Lanius. The motion passed unopposed.
- Mr. Matthew moved to approve FY22/23 Budget Amendment #1 with support from Mr. Hoffmaster. A roll call vote was taken and the motion passed 4-0 (Mr. Matthew, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, Yes; Mr. Lanius, Yes)


Departmental Reports:

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

Public Comment: Public comment was given by one person.

With no further business, Mr. Hoffmaster moved to adjourn the meeting with support from Mr. Lanius. The motion passed unopposed and the meeting was adjourned at 10:58 AM.

Respectfully Submitted by:


Theresa Fisher,
Administrative Services Director
Secretary to the Board of Health