

## April 27, 2023 – Board of Health Meeting Minutes

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

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

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

Mr. Hoffmaster moved to approve the minutes from the March 23, 2023 meeting with support from Mr. Matthew. The motion passed unopposed.

Amy Duff, Executive Director of the Burnside Center, presented an update on the Branch County Commission on Aging Nutrition Program.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Public Health Accreditation in Michigan, Agency Meetings and Trainings, MALPH's Day at the Capital, County Health Rankings, Community Health Needs Assessment (CHNA)/Community Health Improvement Plan (CHIP), COVID, Strategic Plan Update, Personnel Policy Committee, Opioid Settlement Funds, Agency's Annual Report, Coldwater Office, Hillsdale Office, Three Rivers Office, and Sturgis Office.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Blastomycosis".

### Departmental Reports:

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

### Committee Reports:

- Finance Committee – Mr. Hoffmaster moved to approve the minutes from the March 23, 2023 Board of Health Finance Committee meeting with support from Mr. Baker. The motion passed unopposed.

- Program, Policy, & Appeals Committee – Mr. Matthews moved to approve the minutes for the April 19, 2023 Program, Policy, & Appeals Committee meeting with support from Mr. Hoffmaster. The motion passed unopposed.

#### Financial Reports/Expenditures

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


#### New Business:

- Mr. Matthew moved to approve the Area Agency on Aging IIIc Advisory Committee By-Laws as presented, with support from Mr. Baker. The motion passed unopposed.
- Mr. Hoffmaster moved to accept and place Form 5572 on file with support from Mr. Matthews. The motion passed unopposed.
- Rebecca Burns provided an update on the Agency's progress toward the goals identified in the Agency's strategic plan.

Public Comment: No public comments were given.

With no further business, Mr. Houtz moved to adjourn the meeting with support from Mr. Matthew. The motion passed unopposed and the meeting was adjourned at 10:35 AM.

Respectfully Submitted by:

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