

## June 22, 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, Jon Houtz, Brent Leininger, Rusty Baker, and Steve Lanius. The following members were absent: Jared Hoffmaster.

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

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

Mr. Baker moved to approve the minutes from the May 25, 2023 meeting with support from Mr. Houtz. The motion passed unopposed.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Public Health Accreditation in Michigan, Strategic Plan Activities, Website Redesign Committee, EH Software Implementation, Community Health Needs Assessment (CHNA)/Community Health Improvement Plan (CHIP), Hillsdale Hospital Proposal, Agency Staff Meetings, Public Health Concerns, Opioid Settlement Funds, Medicaid Redeterminations, 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, "June is Alzheimer's and Brain Awareness Month".

### Departmental Reports:

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

### Financial Reports/Expenditures

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

Committee Reports:

- Finance Committee – Mr. Houtz moved to approve the minutes from the June 19, 2023 Board of Health Finance Committee meeting with support from Mr. Lanius. The motion passed unopposed.
- Program, Policy, & Appeals Committee – Mr. Matthew moved to approve the minutes for the June 21, 2023 Program, Policy, & Appeals Committee meeting with support from Mr. Baker. The motion passed unopposed.


New Business:

- Mr. Baker moved to approve the appointment of Sandra Leslie to the AAA Region IIIc Advisory Committee, with support from Mr. Matthew. The motion passed unopposed.
- Mr. Houtz moved to approve the FY23 Budget Amendment #2 as presented, with support from Mr. Lanius. The motion passed unopposed.
- Mr. Houtz moved to approve the FY24 Original Budget as presented, with support from Mr. Lanius. The motion passed unopposed.
- Mr. Houtz moved to approve the amendment to the Sturgis Office Lease as presented, with support from Mr. Baker. The motion passed unopposed.
- Information was shared with the board regarding the Cycle 8 Michigan Local Public Health Accreditation Report but no action was taken.
- Information was shared with the board regarding the Community Health Needs Assessment and Community Health Improvement Plan but no action was taken.
- Information was shared with the board regarding the 2022 MERS Annual Actuarial Valuation Report but no action was taken.

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 10:26 AM.

Respectfully Submitted by:

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