

BOARD OF HEALTH Meeting

Agenda for February 22, 2024 at 9:00 AM

1. Call to Order
 - a. Opening ceremonies – Pledge Allegiance to the Flag of the United States of America
 - b. Roll Call
 - c. Approval of the Agenda*
 - d. Approval of the Minutes from January 25, 2024*
2. Public Comment
3. Health Officer's Report – pg 7
4. Medical Director's Report – pg 9
5. Departmental Reports
 - a. Personal Health & Disease Prevention – pg 12
 - b. Environmental Health – pg 16
 - c. Area Agency on Aging – pg 25
 - d. Health Education & Promotion – pg 26
6. Financial Reports
 - a. Approve Payments* - pg 28
 - b. Review Financials* - pg 30
7. Committee Reports
 - a. Finance Committee – Approval of the February 22, 2024 Finance Committee meeting. – provided during meeting
 - b. Program, Policies, and Appeals – Approval of the February 21, 2024 PPA Committee meeting. – pg 26 36
8. Unfinished Business
 - a. Interior Paint Project – Hillsdale* - pg 37
 - b. Closed session to consider material exempt from discussion or disclosure by state or federal statute, per section 8(h) of the OMA, and section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure “information or records subject to the attorney-client privilege.” – pg 39
9. New Business
 - a. AAA Annual Conflict of Interest Statements – pg 40
 - b. Intergovernmental Agreement* - pg 42
 - c. March Board of Health Meeting Schedule Change* - pg 52
 - d. Audit Presentation
 - e. Hillsdale Building Carpet Replacement* - provided during the meeting

Public Comment:

For the purpose of public participation during public hearings or during the public comment portion of a meeting, every speaker prior to the beginning of the meeting is requested but not required to provide the Board with his or her name, address and subject to be discussed. Speakers are requested to provide comments that are civil and respectful. Each speaker will be allowed to speak for no more than three (3) minutes at each public comment opportunity.

10. Approve Closed session minutes – provided during the meeting
11. Public Comment – pg 54
12. Adjournment - Next meeting: ~~March 28, 2024~~ - TBD

Educational Session – Food Program

Upcoming Education Opportunities Offered After BOH Meeting:

- February
- April
- May
- September
- November

DRAFT - Upcoming Meeting Dates:

- March 18, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- March 20, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- March 28, 2024 @ 9:00 AM – Full Board Meeting
- April 15, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- April 17, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- April 25, 2024 @ 9:00 AM – Full Board Meeting
- May 20, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- May 15, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- May 23, 2024 @ 9:00 AM – Full Board Meeting
- June 17, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- June 19, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- June 27, 2024 @ 9:00 AM – Full Board Meeting
- July 15, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- July 17, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- July 25, 2024 @ 9:00 AM – Full Board Meeting
- August 19, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- August 21, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- August 22, 2024 @ 9:00 AM – Full Board Meeting
- September 16, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- September 18, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- September 26, 2024 @ 9:00 AM – Full Board Meeting
- November 4, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- November 6, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- November 14, 2024 @ 9:00 AM – Full Board Meeting
- December 2, 2024 @ 9:00 AM - Finance Committee (Hoffmaster, Houtz, & Lanius)
- December 4, 2024 @ 8:30 AM - PPA Committee (Matthew, Leininger, Baker)
- December 12, 2024 @ 9:00 AM – Full Board Meeting

January 25, 2024 – 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, Brent Leininger, and Steve Lanius. Jon Houtz and Rusty Baker were absent.

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

Mr. Hoffmaster moved to approve the agenda as presented with support from Mr. Lanius. The motion passed.

Mr. Hoffmaster was nominated for the Board Chair position by Mr. Matthew. Mr. Hoffmaster was named Chair by roll call vote which passed 4-0 with 2 members absent (Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, yes; Mr. Houtz, absent; Mr. Baker, absent).

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

Mr. Matthew was nominated for the Board Vice-Chair position by Mr. Leininger. Mr. Matthew was named Vice-Chair by roll call vote which passed 4-0 with 2 members absent (Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, yes; Mr. Houtz, absent; Mr. Baker, absent).

Mr. Leininger, moved to accept the committee appointments as follows with support from Mr. Matthew: Finance Committee: Chair, Mr. Hoffmaster, Mr. Houtz, and Mr. Lanius; Program, Policy, and Appeals Committee: Chair, Mr. Leininger, Mr. Matthew, and Mr. Baker. The motion passed unopposed.

Mr. Lanius moved to approve the minutes from the December 14, 2023 meeting with support from Mr. Leininger. The motion passed unopposed.

Public Comment: No public comments were given.

Mr. Leininger moved to go into closed session to consider material exempt from discussion or disclosure by state or federal statute, per section 8(h) of the OMA, and section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure “information or records subject to the attorney-client privilege”. The motion received support from Mr. Lanius. A roll call vote was taken and passed 4-0 with 2 absent. (Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, yes; Mr. Houtz, absent; Mr. Baker, absent).

The Board entered Closed Session at 9:12 AM.

Mr. Leininger moved to return to open session with support from Mr. Matthew. The motion passed unopposed.

The Board entered Open Session at 9:42 AM.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Employee Recognition, CDC Infrastructure Grant, Staffing Update, Request by MCDC, Medicare Billing Revalidation, Kindergarten Oral Health Assessment, Agreement with Hillsdale Hospital on use of Mobile Van, Public Health Concerns, MALPH Day at the Capital, 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, "Wellness".

Departmental Reports:

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

Financial Reports/Expenditures

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

Committee Reports:

- Finance Committee – Mr. Leininger moved to approve the minutes from the January 12, 2024 Board of Health Finance Committee meeting with support from Mr. Lanius. The motion passed unopposed.
- Program, Policy, & Appeals Committee – Mr. Leininger moved to approve the minutes from the January 17, 2024 Board of Health Program, Policy, and Appeals Committee meeting with support from Mr. Matthew. The motion passed unopposed.
- Mr. Leininger moved to approve the minutes from the January 17, 2024 Board of Health Program, Policy, and Appeals Committee Closed Session meeting with support from Mr. Matthew. The motion passed unopposed.
- Mr. Leininger moved to approve the minutes from the January 25, 2024 Board of Health Program Closed Session meeting with support from Mr. Lanius. The motion passed unopposed.

New Business:

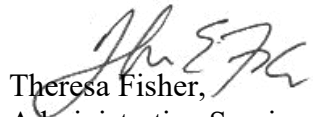
- Mr. Leininger moved to approve the updated MCDC agreement as presented, with support from Mr. Matthew. The motion passed unopposed.
- Mr. Leininger moved to approve the Board of Health ByLaws as presented, with support from Mr. Matthew. The motion passed unopposed.
- Board of Health Contact information was discussed, but no action was taken.

- Employee Recognitions were discussed, but no action was taken.
- Mr. Leininger moved to accept the Finance Committee's recommendation to approve the bid from Apex Painting with support from Mr. Hoffmaster. A roll call vote was taken and the motion failed 2-2 with 2 members absent (Mr. Matthew, no; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, no; Mr. Houtz, absent; Mr. Baker, absent)
- Agency Financial Audit was discussed but no action was taken.
- Board of Health Education Sessions were discussed, but no action was taken.

Public Comment: No public comments were given.

With no further business, Mr. Matthew moved to adjourn the meeting with support from Mr. Lanius. The motion passed unopposed and the meeting was adjourned at 11:17 AM.

Respectfully Submitted by:



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

PUBLIC COMMENT

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Health Officer's Report to the Board of Health for February 22, 2024

Prepared by: Rebecca A. Burns, M.P.H., R.S.

Agency Updates

Employee Recognitions: We made a mistake and missed an employee recognition last month. James Young, Environmental Health Supervisor located in our Hillsdale office has been with the Agency for 15 years. Congratulations James!

CDC Infrastructure Grant: The bid for painting is on the agenda for board action. Three carpet bids that offer either carpet tile or carpet are being taken to the Finance Committee so that one bid can be moved forward. Bud Norman, Branch county Administrator has notified me that the county is planning to paint the interior of the Coldwater office, update the restroom facilities, and repair the counter areas in the health department clinic area.

Staffing Update: Environmental Health: EH Sanitarian position in Coldwater has been filled with a start date of February 26th.

Personal Health & Disease Prevention: I'm pleased to announce that Heidi Hazel, Clinic Supervisor for Branch County has been offered and accepted the Director position that Kali recently vacated. The agency continues to seek a part-time nurse and will be posting for a Clinic Supervisor in Branch County.

Administrative Services: The Human Resources Support Specialist position has been filled and that person will start on February 26th.

Reporting to the Health Officer: The Emergency Preparedness Coordinator position has been filled with a start date of February 26th.

Kindergarten Oral Health Assessments (KOHA): Kris Dewey, Health Education and Promotion Supervisor has been working to gather information on the existing KOHA programs at local health departments in Michigan. We have a team meeting coming up to review her findings and look at predicting program costs. The Michigan Association for Local Public Health (MALPH) lists increased KOHA funding as a necessity for the program to roll-out statewide. My goal is to have a decision regarding KOHA by mid-summer and will present our finding to the BOH at that time.

Agreement with Hillsdale Hospital on use of Mobile Van: Hillsdale Hospital is still full steam ahead on getting approval from the accrediting body for the mobile rural health clinic and thus use of the mobile van. They have identified a driver and have just hired a Nurse Practitioner. The startup date is hoped to be the first week of June if approved by accreditors.

Community Health Needs Assessment by Beacon Health System: I have been asked to participate in the CHNA process that Beacon Health System is about to embark on. Hospitals are required to conduct CHNA's every three years and I'm looking forward to providing input.

Staff Education/Training: MERS (Municipal Employees Retirement System) will be providing our staff with education sessions on the retirement programs and options we offer. Our Health Education & Promotion team is also hard at work on our Annual Staff Training Day which is scheduled for April 26th. A Time Management presentation is booked with other topics being explored and speakers sought.

Public Health Concerns:

Bill package on Lead has been reported favorably from House Health Policy and awaits a vote by the full House. These bills would amend Part 54A (Lead Abatement) of the Public Health Code to revise the threshold considered an elevated blood lead level in children and to change requirements related to lead abatement and mitigation for certain buildings or activities, among other changes; some components are to codify EPA requirements into state law; children with elevated blood lead levels would be automatically referred to the Early On program.

Respiratory Illnesses (Flu, RSV, COVID): The Agency continues to encourage vaccination for the flu and COVID. Current data shows an increase in cases of the flu.

Haitian Creole Speakers: In response to increasing numbers of families seeking services in our Branch County office that speak Haitian Creole, the Agency has worked to add translated documents in this language to our resources for staff. This has been a challenge as it is a language that is not readily available from translation services that we use and I'm proud of my team for getting these resources pulled together.

City of Three Rivers Action Level Exceedance: This is a continuation of the ALE that was declared last fall for elevated lead in the city water supply. With this continuation we continue to offer residents point of use filters so they can have filtered safe drinking water in their home. Our staff will also work with families concerned about blood lead levels and can provide testing or resources for testing.

Health Concerns in Teens: The Agency is gathering information on concerns brought forward by some parents whose teen children have experienced unexpected health issues. Whenever health concerns are brought forward we take the time to listen to understand. Then gather information and consult with state partners.

MALPH Day at the Capitol: Scheduled for April 10th this year. I will be requesting appointments to meet with our local Senators and Representatives that day to discuss public health happenings at BHSJCHA. If anyone is interested in joining me, please let me know.

Coldwater Office: We continue to work with Branch County on upgrades to the Coldwater office.

Hillsdale Office: Schindler elevator company has communicated that the work on the elevator will occur in March 2024. The Finance Committee is being provided the additional bid information for carpet that was requested so that we can move forward with this building upgrade. During the last storms that knocked out power to Hillsdale we discovered that our generator was not working. The generator has now been repaired and we are able to move our vaccine back to that office.

Sturgis: Nothing to report.

Three Rivers Office: Nothing to report

MEDICAL DIRECTOR'S REPORT

FEBRUARY 2024

1. Watching numbers of communicable diseases. Flu is still on the rise. There's still time to get your flu vaccination.
2. Director and Administrator meetings, in person and zoom.
3. Meetings via zoom and teleconference with several associations.
4. Continuing with Supervisor class.
5. Spring class Diversity in Healthcare.
6. Assisted Rebecca with interviews.
7. Attended a rabies webinar.
8. Treatment of 4 latent TB patients going well. Also treating one active TB patient.

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The Flu Vaccination

From the CDC Website

Influenza (flu) is a potentially serious disease that can lead to hospitalization and sometimes even death. Every flu season is different, and flu can affect people differently, but during typical flu seasons, millions of people get flu, hundreds of thousands of people are hospitalized and thousands to tens of thousands of people die from flu-related causes. Flu can mean a few days of feeling bad and missing work, school, or family events, or it can result in more serious illness. Complications can include bacterial pneumonia, ear infections, sinus infections and worsening of chronic medical conditions, such as congestive heart failure, asthma, or diabetes. Vaccination has been shown to have many benefits including reducing the risk of flu illnesses, hospitalizations and even the risk of flu-related death. While some people who get a flu vaccine may still get sick with influenza, flu vaccination has been shown in several studies to reduce severity of illness.

How do flu vaccines work?

Flu vaccines cause antibodies to develop in the body about two weeks after vaccination. These antibodies provide protection against flu illness.

Seasonal flu vaccines are designed to protect against the influenza viruses that research indicates will be most common during the upcoming season. All flu vaccines in the United States are “quadrivalent” vaccines, which means they protect against four different flu viruses: two influenza A viruses and two influenza B viruses.

Who Should Be Vaccinated?

Everyone 6 months and older in the United States should get an influenza (flu) vaccine every season with rare exception.

Who Should Not Be Vaccinated?

Different influenza (flu) vaccines are approved for use in people in different age groups. In addition, some vaccines are not recommended for certain groups of people. Factors that can determine a person’s suitability for vaccination, or vaccination with a particular vaccine, include a person’s age, health (current and past) and any allergies to flu vaccine or its components.

When should I get vaccinated?

For most people who need only one dose of flu vaccine for the season, September and October are generally good times to be vaccinated against flu. Ideally, everyone should be vaccinated by the end of October.

Why do I need a flu vaccine every year?

A person's immune protection from vaccination declines over time, so an annual flu vaccine is needed for optimal protection. Because flu viruses are constantly changing, the composition of flu vaccines is reviewed annually, and vaccines are updated to protect against the viruses that research indicates will be most common during the upcoming flu season.

Vaccine Effectiveness

Influenza (flu) vaccine effectiveness can vary. The protection provided by a flu vaccine varies from season to season and depends in part on the age and health status of the person getting the vaccine and the similarity or “match” between the viruses in the vaccine and those in circulation. During years when the flu vaccine match is good, it is possible to measure substantial benefits from flu vaccination in terms of preventing flu illness and complications. However, the benefits of flu vaccination will still vary, depending on characteristics of the person being vaccinated (for example, their health and age), what flu viruses are circulating that season and, potentially, which type of flu vaccine was used.

Can I get seasonal flu even though I got a flu vaccine this year?

Yes. It's possible to get sick with flu even if you have been vaccinated (although you won't know for sure unless you get a flu test). This is possible for the following reasons:

- You may be exposed to a flu virus shortly before getting vaccinated or during the period that it takes the body to gain protection after getting vaccinated. This exposure may result in you becoming ill with flu before the vaccine begins to protect you.
- You may be exposed to a flu virus that is not included in the seasonal flu vaccine. There are many different flu viruses that circulate every year.
- Unfortunately, some people can become infected with a flu virus that the vaccine is designed to protect against, despite getting vaccinated. Protection provided by flu vaccination can vary widely, based in part on the age and health of the person getting vaccinated. In general, flu vaccines work best among healthy younger adults and older children. Some older people and some people with certain chronic illnesses may develop less immunity after vaccination. Flu vaccination is not a perfect tool, but it is the best way to protect against flu virus infection.

What protection does a flu vaccine provide if I do get sick with flu?

Some people who get vaccinated may still get sick with flu. However, flu vaccination has been shown in studies to reduce severity of illness in people who get vaccinated but still get sick. A [2021 study](#) showed that among adults, flu vaccination was associated with a 26% lower risk of ICU admission and a 31% lower risk of death from flu compared with those who were unvaccinated. A [2017 study](#) showed that flu vaccination reduced deaths, intensive care unit (ICU) admissions, ICU length of stay, and overall duration of hospitalization among hospitalized adults with flu.

Branch - Hillsdale - St. Joseph Community Health Agency
Personal Health and Disease Prevention

Confirmed & Probable Case Totals	Jan-24				FYTD 2023-2024 (Oct-Sept)				FYTD 2022-2023 (Oct-Sept)			
	BR	HD	SJ	Total	BR	HD	SJ	Total	BR	HD	SJ	Total
Animal Bite/Rabies potential exposure	-	2	1	3	1	12	3	16	5	23	-	28
Blastomycosis	-	-	-	-	-	-	-	-	-	-	-	-
Brucellosis	-	-	-	-	-	-	-	-	-	-	-	-
Campylobacter	-	-	-	-	4	4	2	10	3	3	3	9
Chicken Pox	-	-	-	-	-	-	-	-	-	-	-	-
Chlamydia	6	7	13	26	33	25	63	121	37	34	64	135
Coccidioidomycosis	-	-	-	-	-	-	-	-	-	-	1	1
CRE Carbapenem Resistant Enterobac.	-	-	-	-	2	2	1	5	1	-	-	1
Cryptosporidiosis	-	-	-	-	-	1	1	2	-	-	1	1
Dengue Fever	1	-	-	1	1	-	-	1	-	-	-	-
Giardiasis	-	-	-	-	-	2	-	2	-	1	3	4
Gonorrhea	3	1	4	8	11	9	12	32	10	16	42	68
H. Influenzae Disease - Inv.	-	-	-	-	1	-	-	1	-	-	-	-
Hepatitis B - Acute	-	-	1	1	1	-	1	2	1	-	-	1
Hepatitis B - Chronic	-	-	2	2	-	-	3	3	-	-	-	-
Hepatitis C - Acute	-	-	-	-	-	-	1	1	2	-	-	2
Hepatitis C - Chronic	-	1	-	1	2	5	5	12	8	-	2	10
Hepatitis C Unknown	-	-	-	-	-	-	-	-	-	-	-	-
Histoplasmosis	-	-	-	-	1	-	1	2	1	-	1	2
HIV/AIDS	-	-	-	-	1	-	1	2	1	-	2	3
Influenza	65	8	30	103	105	13	79	197	63	106	17	186
Kawasaki	-	-	-	-	-	-	-	-	-	-	-	-
Legionellosis	-	-	1	1	-	-	1	1	-	1	-	1
Listeriosis	-	-	-	-	-	-	-	-	-	-	-	-
Lyme Disease	-	-	-	-	-	1	4	5	-	1	1	2
Measles	-	-	-	-	-	-	-	-	-	1	-	1
Menengitis - Aseptic	-	-	-	-	-	-	1	1	-	-	-	-
Menengitis - Bacterial	-	-	-	-	-	-	1	1	-	-	-	-
Meningococcal Disease	-	-	-	-	-	-	-	-	-	-	-	-
Mumps	-	-	-	-	-	-	-	-	-	-	-	-
Mycobacterium - Other	-	-	-	-	1	1	3	5	2	3	2	7
Norovirus	-	-	-	-	-	-	-	-	-	-	-	-
Novel Coronavirus	116	116	119	351	491	577	379	1,447	4,752	4,279	5,508	14,539
Pertussis	-	-	-	-	-	-	-	-	-	3	-	3
Salmonellosis	-	-	-	-	3	-	-	3	1	1	1	3
Shiga Toxin-prod. (STEC)	-	-	-	-	-	1	-	1	1	1	-	2
Shigellosis	-	-	-	-	-	-	-	-	-	-	-	-
Shingles	-	1	-	1	1	1	-	2	1	-	-	1
Staphylococcus Aureus Infect.	-	-	-	-	-	-	-	-	-	-	-	-
Strep Invasive Gp A	1	1	-	2	3	4	-	7	-	-	-	-
Strep Pneumonia Inv Ds.	-	2	1	3	1	4	5	10	1	3	-	4
Syphilis - Primary	-	-	-	-	-	-	-	-	-	-	-	-
Syphilis - Secondary	-	1	-	1	-	1	-	1	-	-	2	2
Syphilis To Be Determined	-	-	2	2	-	1	2	3	-	-	-	-
Trichinosis	-	-	-	-	-	-	-	-	-	-	-	-
Tuberculosis	-	-	-	-	-	-	1	1	-	-	-	-
Unusual Outbreak/Occurrence	-	-	-	-	-	-	1	1	1	2	-	3
VZ Infection, Unspecified	-	-	-	-	-	1	1	2	-	-	-	-
Yersinia Enteritis	-	-	-	-	-	1	-	1	-	-	-	-
School Only Reporting												
Colds W/O Fever	159	32	123	314	1,418	512	862	2,792	1,599	584	1,152	3,335
Flu Like Disease	43	47	112	202	344	164	355	863	1,154	430	1,161	2,745
GI Illness	171	111	120	402	1,322	843	1,129	3,294	1,696	852	1,184	3,732
Head Lice	12	3	17	32	116	89	151	356	80	71	164	315
Impetigo	3	2	3	8	14	14	12	40	9	1	1	11
Mononucleosis	2	-	2	4	4	6	6	16	4	3	4	11
Pink Eye	26	12	14	52	202	180	149	531	78	48	135	261
Strep Throat	45	25	30	100	345	209	302	856	279	75	208	562
	653	372	595	1620	4,428	2,683	3,538	10,649	9,790	6,542	9,659	25,991

Branch - Hillsdale - St. Joseph Community Health Agency
Personal Health and Disease Prevention

Jan-24						YTD 2023-2024					YTD 2022-2023				
	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total
CHILD IMMUNIZATIONS															
# Vaccines Given CHA	109	140	29	34	312	593	566	249	249	1,657	599	587	23	415	1,624
All VFC Doses Given	736	338		514	1,588	3,311	1,584	-	2,740	7,635	3,454	1,627	-	3,261	8,342
Waivers	3	8	1	5	17	69	58	2	49	178	56	62	3	32	153
ADULT IMMUNIZATIONS															
# Vaccines Given	113	19	19	17	168	489	106	35	135	765	798	399	4	277	1,478
All AVP Doses Given	35	5		8	48	105	108	-	30	243	40	74	-	144	258
COMMUNICABLE DISEASE															
TB Tests Done	2	7	1	-	10	12	23	2	3	40	21	33	-	5	59
STD treatments	-	2	-	5	7	2	14	-	64	80	1	3	1	17	22
HIV Testing	1	1	1	16	19	1	4	1	34	40	-	4	1	11	16
ENROLLMENTS															
Medicaid & Michild	-	-	-	-	-	8	6	-	-	14	6	2	-	5	13
REFERRAL SERVICE															
MCDC Referrals	5	11	12	-	28	24	44	54	4	126	25	38	101	210	374
MIHP referrals	5	-	25	32	62	7	1	71	78	157	25	18	75	73	191
Hearing Screens															
Pre-school	-	-	-	20	20	35	29	-	64	128	27	207	-	238	472
School Age	41	19	-	290	350	361	706	-	1,537	2,604	974	861	-	1,070	2,905
Vision Screens															
Pre-school	-	-	-	20	20	75	15	-	58	148	48	231	-	99	378
School Age	501	348	-	687	1,536	1,252	1,444	-	1,985	4,681	2,613	1,448	-	2,614	6,675
Children's Special Health Care Services															
Diagnostics	1	-	-	-	1	9	1	-	-	10	3	1	-	-	4
Assessments-Renewal	18	24	-	27	69	64	75	-	95	234	61	75	-	84	220
Assessments-New	6	6	-	2	14	16	13	-	12	41	17	14	-	21	52

2023 - 2024 Caseload [1] Management Report	LA #: 12
	Name: Branch-Hillsdale-St. Joseph Community Health

State Participation/Enrollment Ratio [2]:					
Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Curr Year P/E Ratio (last 12 months)
94.2%	94.0%	93.6%	93.5%	93.3%	94.6%

Months	Enrollment [3]	Initial Participation [4]	Closeout Participation [5]	% Change in Participation [6]	Participation/ Enrollment Ratio[2]
Oct / 2022	4,125	3,844	3,866		93.19%
Nov / 2022	4,149	3,836	3,892	0.67%	92.46%
Dec / 2022	4,161	3,819	3,874	-0.46%	91.78%
Jan / 2023	4,266	3,984	4,027	3.95%	93.39%
Feb / 2023	4,283	3,938	4,005	-0.55%	91.94%
Mar / 2023	4,325	4,010	4,034	0.72%	92.72%
Apr / 2023	4,267	3,924	3,987	-1.17%	91.96%
May / 2023	4,248	3,941	3,987	0.00%	92.77%
Jun / 2023	4,244	3,921	3,972	-0.38%	92.39%
Jul / 2023	4,233	3,963	4,010	0.96%	93.62%
Aug / 2023	4,307	4,021	4,056	1.15%	93.36%
Sep / 2023	4,283	3,998	4,036	-0.49%	93.35%
Oct / 2023	4,263	3,999	4,039	0.07%	93.81%
Nov / 2023	4,252	3,953	4,007	-0.79%	92.97%
Dec / 2023	4,201	3,849	3,931	-1.90%	91.62%
Jan / 2024	4,262	3,916	(est[7]) 4,029		91.88%
Feb / 2024	0	0	(est[7]) 4,069		
Mar / 2024	0	0	0		
Apr / 2024	0	0	0		
May / 2024	0	0	0		
Jun / 2024	0	0	0		
Jul / 2024	0	0	0		
Aug / 2024	0	0	0		
Sep / 2024	0	0	0		

Total (Year to date)	16,978	15,717	11,977		
Curr Year Avg	4,245	3,929	3,992	397.26%	92.70%
Months with Count	4	4	3	3	4
Average to Base % [8]		0.0%	0.00%		
Last yrs Base % [9]		94.5%	95.62%		
Last yrs Average	4,241	3,933	3,979		92.75%

Estimated average participation for current year to date:

Actual average monthly participation current year to date [10]:

4,015	<u>Funding Allocation Information</u>
3,992	Total Funding Allocation: \$0
	Assigned Funding Participation Count [11]:
	Current Yr Base: 0
	Previous Yr Base: 4,161

- [1] **Caseload:** The term used to refer to the number of clients being served in a given time. This is comprised of both enrollment and participation.
- [2] **Participation/Enrollment Ratio:** The number of clients participating divided by the number enrolled.
- [3] **Enrollment:** Number of clients certified to receive benefits in the given month. Final counts available for the month that just ended.
- [4] **Initial Participation:** Number of clients receiving benefits at the beginning of the month. Comparison between this and the closeout participation is indicative of the number of participants added over the course of the month. This can be used to inform staff of participation numbers at the start of the month and enable them to proactively improve participation before it is finalized.
- [5] **Closeout Participation:** Final number of clients who received benefits for the given month. Finalized approx. 5 weeks after the month ends.
- [6] **% Change in Participation:** The % difference in closeout participation when compared to the previous month.
- [7] **est:** It is the estimated participation for the given month. This is available prior to the closeout participation being available. It is a calculated value based on prior months' participation. **NOTE: Last two non 0 values are "Estimates"**
- [8] **Average to Base %:** Compares the current year average participation to the current year base.
- [9] **Last yrs Base %:** Compares last year's average participation to the last year base.
- [10] **Actual Avg. Part. For current year to date:** It is an average that includes the participation counts for all months in the current year where participation has been finalized.
- [11] **Assigned Funding Participant Count:** The value used in the calculation to determine the funding allocated to the local agency for the fiscal year. For additional details, refer to your agency's annual funding allocation letter.

Branch-Hillsdale-St. Joseph Community Health Agency
Environmental Public Health Services
Report for the February 22, 2024 Board of Health Meeting
Prepared by Paul Andriacchi R.E.H.S, Director of Environmental Health

Staffing

The new sanitarian we hired to replace the position held by James in Hillsdale started on February 12. Her name is Jullia Brosnan and she will be working primarily in the general sanitarian programs (wells and septic) but will be cross trained in all program in EH. This will be our process with all sanitarians moving forward. We feel its important to have all staff member be able to work in all the programs we provide in EH. We recently hired another sanitarian (Mc Kenzie Horsfall) to fill the new position that was created with the additional funding we received from the State. The new position will be housed in the Coldwater office but will be doing work in both Branch and St. Joseph Counties and will be working all the programs. Mc Kenzie has a starting date scheduled for February 26. Unfortunately, we are also losing a sanitarian from our St. Joseph County office. Bethany Pirman has accepted a position with the Kalamazoo County Health Department. Bethany started with us in 2019 in Hillsdale where she worked in the food and general programs. She transferred to the St. Joseph County office in 2022 to assume a position working primarily in the general sanitation programs. Bethany has been an asset to our agency and her skills and upbeat personality will be greatly missed.

Well and Septic Programs

The City of Three Rivers has been operating under an Action Level Exceedance (ALE) since July '23 for their municipal water system for elevated levels of lead in their water supply. The city has been working on addressing issues contributing to the lead levels in the water supply, however, the sampling from the supply has still indicated exceedances. Our agency has been involved and will continue to be involved in the distribution of water filters and filter cartridge replacements to citizens of Three Rivers.

Other Programs

In my report last month I mentioned that EGLE and MDHHS were going to expand an investigation into groundwater contamination in the area surrounding the Lear Seigler Plant in Mendon. The initial investigation was done in 2020 but due to some citizen concerns the investigation will be expanded. The initial investigation focused on PFAS but the expanded investigation is going to sample for VOC's (volatile organic compounds), metals and PFAS. The sampling is likely to begin next month and will include a number of wells that were not tested in 2020.

Our agency was contacted by a representative from EGLE regarding a homeless encampment in Three Rivers. EGLE had received a complaint about the encampment from the Attorney General's office to look into the allegation of possible sewage discharge and excessive trash accumulation. Our staff investigated the complaint and did not find any sewage discharge but did find a significant amount of trash accumulation. We sent a correction letter to the property owner and contacted the township building and zoning authorities for their follow up as well. It is our understanding that state and local law enforcement agencies visited the site and informed the occupants that they needed to move. In a follow up visit on 2/24/24, there were no people observed at the site.

EH Service Statistics Report

BRANCH - HILLSDALE - ST. JOSEPH COMMUNITY HEALTH AGENCY

ENVIRONMENTAL HEALTH SERVICE REPORT 2023/2024

	JANUARY				YTD 2023/2024				YTD 2022/2023			
	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL
WELL/SEWAGE SYSTEM EVAL.	-	-	-	-	-	-	1	1	1	-	1	2
CHANGE OF USE EVALUATIONS - FIELD	3	2	5	10	12	18	20	50	17	32	37	86
CHANGE OF USE EVALUATIONS - OFFICE	3	2	6	11	15	5	28	48	29	12	46	87
ON-SITE SEWAGE DISPOSAL												
PERMITS NEW CONSTRUCTION	3	4	5	12	16	19	28	63	28	33	45	106
REPAIR/REPLACEMENT	3	1	2	6	18	15	32	65	29	26	48	103
VACANT LAND EVALUATION	-	1	-	1	6	10	3	19	8	12	7	27
PERMITS DENIED	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	6	6	7	19	42	44	63	147	67	71	100	236
SEWAGE PERMITS INSPECTED	4	4	5	13	31	44	62	137	65	97	113	275
WELL PERMITS ISSUED	6	8	14	28	48	40	69	157	89	67	113	269
WELL PERMITS INSPECTED	22	2	12	36	54	67	92	213	93	94	143	330
FOOD SERVICE INSPECTION												
PERMANENT	16	21	18	55	74	91	110	275	126	135	191	452
NEW OWNER / NEW ESTABLISHMENT	2	1	1	4	3	5	7	15	5	7	13	25
FOLLOW-UP INSPECTION	2	-	-	2	5	5	3	13	10	6	7	23
TEMPORARY	3	-	-	3	7	6	20	33	9	8	24	41
MOBILE, STFU	-	-	-	-	8	9	14	31	13	15	14	42
PLAN REVIEW APPLICATIONS	1	-	2	3	3	-	5	8	3	2	9	14
FOOD COMPLAINTS RECEIVED	-	1	2	3	1	5	3	9	8	9	6	23
FOODBORNE ILLNESS INVESTIGATED	-	-	-	-	1	3	1	5	1	3	1	5
FOOD CLASSES												
MANAGEMENT CERTIFICATION CLASS	n/a	n/a	n/a	10	n/a	n/a	n/a	10	n/a	n/a	n/a	67
CAMPGROUND INSPECTION	-	-	-	-	-	-	-	-	-	-	-	-
NON-COMM WATER SUPPLY INSP.	1	-	3	4	3	1	12	16	6	1	12	19
SWIMMING POOL INSPECTION	-	2	1	3	-	6	1	7	9	11	1	21
PROPOSED SUBDIVISION REVIEW	-	-	-	-	-	-	-	-	-	-	-	-
SEPTIC TANK CLEANER	-	-	2	2	-	-	2	2	-	1	2	3
DHS LICENSED FACILITY INSP.	2	2	1	5	4	7	4	15	6	15	7	28
COMPLAINT INVESTIGATIONS	1	7	1	9	2	9	1	12	13	14	5	32
LONG TERM MONITORING	-	-	-	-	-	-	-	-	-	-	14	14
BODY ART FACILITY INSPECTIONS	-	2	3	5	2	2	3	7	2	2	3	7

Food Inspection Codes:

P-This indicates a priority violation which is a violation which includes a quantifiable measure to show control of hazards such as cooking, cooling, reheating and handwashing. It is in general terms a violation that can potentially lead directly to an illness.

Pf-This is a priority foundation violation which is a violation that supports a priority violation. For example, the lack of soap or towels at a handwash sink is a Pf. This supports the priority violation of not washing hands.

C-This is a core violation-This is an item the usually relates to general sanitation, operational controls and maintenance of facilities and equipment.



570 Marshall Road
Coldwater, MI 49036
(517) 279 - 9561 ext. 106

20 Care Drive
Hillsdale, MI 49242
(517) 437 - 7395 ext. 311

1110 Hill Street
Three Rivers, MI 49093
(269) 273 - 2161 ext. 233

Inspection Type Count By County

For Date Range: 01/01/2024 - 01/31/2024

County	Inspection Type / Reason	Count
Branch County		
	<u>Food Safety</u>	
	Consultation - Plan Review Consultation	1
	Emergency Response - Fire	1
	Pre-Opening - Pre-Opening	2
	Progress Note - New Inspection Reason	1
	Risk Based Inspection - Follow-up	2
	Risk Based Inspection - Routine	16
	Temporary Food Inspection - Routine	3
	Total # of Food Safety inspections - Branch County	26
Hillsdale County		
	<u>Food Safety</u>	
	Non Foodborne Illness Complaint - Initial	1
	Pre-Opening - Pre-Opening	1
	Risk Based Inspection - Routine	21
	Total # of Food Safety inspections - Hillsdale County	23
St. Joseph County		
	<u>Food Safety</u>	
	Consultation - Plan Review Consultation	1
	Non Foodborne Illness Complaint - Initial	2
	Pre-Opening - Pre-Opening	1
	Progress Note - New Inspection Reason	2

Inspection Type Count By County

For Date Range: 01/01/2024 - 01/31/2024

County	Inspection Type / Reason	Count
	Risk Based Inspection - Routine	18
	Total # of Food Safety inspections - St. Joseph County	24
	<u>Total # of inspections - All counties</u>	<u>73</u>



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Food Establishment Inspection Report by Facility Name

For Date Range: 01/01/2024 - 01/31/2024 and food Program

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
Ambassador's for Christ Church		01/23/2024	Progress Note - New Inspection Reason	0	0	0	0
AMERICAN LEGION POST 360	READING	02/01/2024	Risk Based Inspection - Routine	1	1	1	2
AMIGO CENTRE (Food)	Sturgis	01/04/2024	Risk Based Inspection - Routine	0	0	0	0
APPLEBEE'S # 8393	COLDWATER	01/05/2024	Risk Based Inspection - Routine	0	0	0	0
ARBY'S	COLDWATER	01/25/2024	Risk Based Inspection - Routine	0	0	0	1
ARBY'S #7394	HILLSDALE	01/02/2024	Risk Based Inspection - Routine	0	0	0	2
BEST WESTERN PLUS	Coldwater	01/19/2024	Risk Based Inspection - Routine	0	0	0	0
BIGGBY COFFEE	HILLSDALE	01/09/2024	Risk Based Inspection - Routine	0	0	0	2
BILL'S STEAKHOUSE	Coldwater	01/26/2024	Risk Based Inspection - Routine	1	0	1	2
Branch County Men of Integrity	Coldwater	01/16/2024	Temporary Food Inspection - Routine	0	0	0	0
Broadway Grille - Union City	Union City	01/17/2024	Pre-Opening - Pre-Opening	0	0	0	1
BRONSON KNIGHTS OF COLUMBUS #2924	BRONSON	01/26/2024	Risk Based Inspection - Routine	0	1	0	1
BUFFALO WILD WINGS	COLDWATER	01/09/2024	Risk Based Inspection - Routine	0	0	0	1
Burger King #1416	Three Rivers	01/09/2024	Risk Based Inspection - Routine	0	1	0	2
Burger King #1419	Hillsdale	01/08/2024	Risk Based Inspection - Routine	0	0	0	0

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
Burnside Senior Center	Coldwater	01/25/2024	Risk Based Inspection - Routine	0	0	0	0
BURR OAK GRANGE #1350	Burr Oak	02/02/2024	Risk Based Inspection - Routine	0	1	1	1
BURR OAK SCHOOL	Centreville	02/01/2024	Risk Based Inspection - Routine	0	0	0	1
Camp Selah	Reading	01/11/2024	Risk Based Inspection - Routine	0	0	0	0
Center Park United Methodist Church	Three Rivers	01/10/2024	Risk Based Inspection - Routine	0	0	0	0
CHECKER RECORDS	HILLSDALE	01/24/2024	Risk Based Inspection - Routine	0	0	0	0
CHINA 1	COLDWATER	01/30/2024	Risk Based Inspection - Follow-up	0	0	0	0
D & S Restaurant & Lounge	Pittsford	01/24/2024	Pre-Opening - Pre-Opening	0	0	0	0
DAD'S PLACE	Three Rivers	01/08/2024	Risk Based Inspection - Routine	1	0	1	1
Dairy Queen	Sturgis	01/05/2024	Risk Based Inspection - Routine	0	0	0	1
EAGLES LODGE 1314	Sturgis	01/26/2024	Risk Based Inspection - Routine	1	0	1	1
El Taco Loco	Sturgis	01/24/2024	Risk Based Inspection - Routine	1	1	2	5
GIRARD UNITED METHODIST CHURCH	COLDWATER	01/24/2024	Risk Based Inspection - Routine	0	0	0	0
Grambys Homestyle Restaurant	Sturgis	02/02/2024	Risk Based Inspection - Routine	0	0	0	2
Hillsdale County Conservation Club	Oseo	01/26/2024	Risk Based Inspection - Routine	0	0	0	0
HILLSDALE LODGE BPO ELKS #1575	HILLSDALE	01/25/2024	Risk Based Inspection - Routine	0	0	0	0
Jack's Grocery	Union City	01/08/2024	Temporary Food Inspection - Routine	0	0	0	0
JILLY BEANS	Hillsdale	01/17/2024	Risk Based Inspection - Routine	0	0	0	1
Jimmy John's Sturgis	Sturgis	01/30/2024	Consultation - Plan Review Consultation	0	0	0	0
La Palma	Sturgis	01/26/2024	Risk Based Inspection - Routine	0	1	0	2
LIL PEPPI'S PIZZA	SOMERSET CENTER	01/19/2024	Risk Based Inspection - Routine	0	0	0	0
LITTLE CAESARS PIZZA	HILLSDALE	01/31/2024	Risk Based Inspection - Routine	0	0	0	1
Los Tequilas	Coldwater	01/04/2024	Risk Based Inspection - Routine	1	0	1	1
MAMMA MIA'S PIZZA	Burr Oak	02/02/2024	Risk Based Inspection - Routine	0	0	0	3
MARIA'S	Sturgis	01/31/2024	Risk Based Inspection - Routine	0	0	0	5
MASONVILLE PLACE	COLDWATER	01/25/2024	Risk Based Inspection - Routine	0	1	1	0

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
MCDONALDS OF COLDWATER	COLDWATER	01/14/2024	Emergency Response - Fire	0	0	0	0
McDONALDS OF THREE RIVERS #2196	Three Rivers	01/26/2024	Risk Based Inspection - Routine	0	0	0	2
McDONALDS OF THREE RIVERS #2196	Three Rivers	01/26/2024	Non Foodborne Illness Complaint - Initial	0	0	0	0
MCDONALD'S-HILLSDALE	HILLSDALE	01/08/2024	Risk Based Inspection - Routine	0	0	0	0
MCDONALD'S-JONESVILLE	JONESVILLE	01/18/2024	Risk Based Inspection - Routine	0	0	0	0
Our Bar	LEONIDAS	01/22/2024	Non Foodborne Illness Complaint - Initial	0	0	0	0
Quality Inn & Suites	Coldwater	01/19/2024	Risk Based Inspection - Routine	0	0	0	2
RACHAEL'S	White Pigeon	01/19/2024	Risk Based Inspection - Routine	0	0	0	2
READING PIZZA BARN	READING	02/01/2024	Risk Based Inspection - Routine	0	0	0	0
READING UNITED METHODIST CHURCH	READING	02/01/2024	Risk Based Inspection - Routine	0	0	0	0
ROUGH DRAFT	HILLSDALE	01/17/2024	Risk Based Inspection - Routine	0	0	0	0
Shawarma Station	Coldwater	01/03/2024	Consultation - Plan Review Consultation	0	0	0	0
Shawarma Station	Coldwater	01/05/2024	Pre-Opening - Pre-Opening	1	0	1	0
Shawn Cockrell Memorial Tournament	Quincy	01/22/2024	Temporary Food Inspection - Routine	0	0	0	0
Somerset Beach Campground	Somerset Center	01/30/2024	Risk Based Inspection - Routine	0	0	0	0
Spangler's Family Restaurant	Jonesville	01/11/2024	Non Foodborne Illness Complaint - Initial	0	0	0	0
Spangler's Stockyard Restaurant	Hillsdale	01/22/2024	Risk Based Inspection - Routine	2	0	1	1
St Anthony's Catholic Church	HILLSDALE	01/16/2024	Risk Based Inspection - Routine	1	0	1	0
St Joseph County COA @ Kline's Resort	Three Rivers	01/12/2024	Risk Based Inspection - Routine	0	0	0	0
St. John's Lutheran Church	Burr Oak	02/01/2024	Risk Based Inspection - Routine	0	0	0	1
STURGIS PIZZA HUT	STURGIS	01/05/2024	Risk Based Inspection - Routine	0	0	0	1
SUBWAY # 19719	COLDWATER	01/25/2024	Risk Based Inspection - Routine	0	1	1	0
Subway 34903	STURGIS	01/31/2024	Risk Based Inspection - Routine	0	1	1	1
SUPER 8: Food	Three Rivers	01/12/2024	Risk Based Inspection - Routine	1	1	0	1
THE FINISH LINE	HILLSDALE	01/22/2024	Risk Based Inspection - Routine	0	0	0	0

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
THE LOCAL	Centreville	01/18/2024	Progress Note - New Inspection Reason	0	0	0	0
The Stables	Quincy	01/03/2024	Risk Based Inspection - Follow-up	0	0	0	0
Tokyo Li Inc	Three Rivers	01/02/2024	Pre-Opening - Pre-Opening	0	0	0	0
Two Bandits Brewing Co.	Coldwater	01/16/2024	Risk Based Inspection - Routine	0	1	1	2
VETERANS FOREIGN WARS	STURGIS	01/05/2024	Risk Based Inspection - Routine	1	1	2	0
WENDY'S #4405	Hillsdale	01/18/2024	Risk Based Inspection - Routine	0	0	0	0
ZHENG'S SUPER GRAND BUFFET	COLDWATER	01/04/2024	Progress Note - New Inspection Reason	0	0	0	0
				12	12	17	52



February 22, 2024

Director's Report

Enclosure:

1. Annual Conflict of Interest & Disclosure form (please complete and bring with you OR hard copies will be available at the meeting)
-

Updates:

1. Services to Victims of Elder Abuse Program Updates
 - The team continues to focus on directly serving victims of abuse, neglect and exploitation. They are also working on direct outreach with community partners to share highlights, program goals and offer training to new staff about the Victim Assistance Program.
 - IDT meetings over the past month have included special presentations by:
 - i. Branch County Coalition Against Domestic and Sexual Violence
 - ii. Sexual Assault Nurse Examiner program @ ProMedica
 - iii. Adult Services - MDHHS
 - iv. Legal Services of South Central Michigan
 - Our mini-grant submission for the community awareness project honoring National Crime Victim's Rights Week was not selected for funding... As staff put it "Well, we're getting an influx of referrals now, so it's probably a good thing. We'll take a look at the feedback and other projects to see how we can improve for next year." I appreciate our team and their positivity!
2. St. Joseph County Transportation Authority has opted to delay their request for a contract amendment until March or April. MDOT applications, operational challenges and new software implementation have taken over their admin team for now... We will keep you updated on their updated timeline once things settle.
3. The Annual Conflict of Interest & Disclosure form is included in the packet today for your review and signature. Hard copies of this form will be available at the meeting, as needed. Thank you!
4. **Mark your calendar: May 1, 2024 is Older Michiganians Day!** Our annual advocacy event will be held on the capital lawn in Lansing. Our theme: Powered by Connection We hope you can attend!
5. Thank you to Rebecca for covering my report this month while I'm on vacation with my family!

Included in This Month's Report:

1. HEP Update
2. Community Health Worker (CHW) Program Update
3. Community Events
4. Social Media Update
5. CHW Client Data Update

1. Health Education & Promotion Department Update:

This past month the Health Education and Promotions staff and Community Health Worker have been working on program planning. The team has been evaluating current programs and looking at additional opportunities.

Our Facebook/Instagram topics for the month of January included, but was not limited to: Radon Awareness Month, Cervical Cancer Awareness Month, Human Trafficking Awareness Month, Birth Defect Awareness Month, Safe Sleep, Respiratory Illness prevention, Meningitis and HPV vaccines, COVID-19 Testing kits through our area kiosks, and Food/Product recalls from the USDA and FDA.

The agency issued two press releases in the month of January. There were seven media outlets who ran our information.

2. The Michigan Center for Rural Health (MCRH) – Embedding a Community Health Worker Program within the Local Public Health Department Grant:

During the month of January our CHW Rachael Wall welcomed 1 new client. The greatest areas of need for assistance was food, housing, transportation, and health insurance. We have completed the process steps for CHW certification to Medicaid and the application to CHAMPS to begin the process to submit claims for this service.

3. Kindergarten Oral Health Assessment: We have added the required Michigan Department of Health form for this assessment into the Kindergarten Round Up packages for the school districts this spring. Parents are encouraged to take the form to their dental provider for completion prior to the start of the 2024-25 school year. The form can be completed by a dental hygienist or a dentist.

4. Community Events: We have participated, or will be participating in the following events:

Date	Event
1/5	Virtual presentation to Wayne State University Students
1/8	Hillsdale Kings Kupboard Monthly WIC & CHW Outreach
1/19	Friendship Friday in Sturgis
1/23-1/26	Social Determinants of Health Conference
2/12	Hillsdale Kings Kupboard Monthly WIC & CHW Outreach
2/17	HOPE of SJC Resource Fair
2/21	Pathfinder Educational Center in Three Rivers– presentation on STIs
2/23	Friendship Fridays in Sturgis – offering COVID-19 vaccines
2/29	St. Joseph County Diaper Bank

5. Social Media and Community Health Worker Data

Social Media Data (As of February 1st, 2024)						
	# of Followers (Facebook & Instagram)	Instagram Reach (Amount a post is viewed, commented on, shared, etc.)	Facebook Reach (Amount a post is viewed, commented on, shared, etc.)	Number & Topic of Facebook Live Events	Agency Mentions in Local Media (radio stations, local newspaper/digital articles, etc.)	Other Activities (# and Topic)
January	4244	61 <i>(Up 35.6% from November)</i>	29,298 <i>(Up 26.8% from December)</i>	None	5	None
TOTAL TO DATE (Since 10/1/2022)	28 NEW followers since last report	540	335,962	8	287	5

Community Health Worker (CHW) Client Data - January 2024								
	# New	# Total to Date	*** "Interactions" = Supplied Resources or referred an individual to an outside agency, but not an active client (Interactions are counted under the "Referral Source" numbers, as well). **Interactions "# Total to Date" Began Reporting Numbers in January 2023.					
*** Interactions	5	81						
Clients	1	46						
	Internal (Clinic) Referral & Agency Website	External Referral (Partner Organization)	AAA	MDHHS	Internal (Clinic) Referral & Agency Website (Total to Date)	External Referral, i.e.: Partner Organization (Total to Date)	AAA (Total to Date)	MDHHS (Total to Date)
Referral Source	0	1	0	0	19	20	5	2
	Branch	St. Joseph	Hillsdale	Branch (Total to Date)	St. Joseph (Total to Date)	Hillsdale (Total to Date)		
Clients by County	1	0	0	15	26	5		
	In-Person (Office)	Phone	Email	In-Person (Home Visit)	In-Person: Office (Total to Date)	Phone (Total to Date)	Email (Total to Date)	In-Person: Home Visit (Total to Date)
Communications (sum of all communications w/each client)	4	40	2	2	82	620	21	22
	Open	Closed (Completed)	Closed (Unable to Complete)	Other (Specify)	Open, (Total # of Clients to Date)	Closed/Completed (Total to Date)	Closed: Unable to Complete (Total to Date)	Other: Specify (Total to Date)
Case Status	12	0	0	0	56	15	12	0
	Behavioral Health	Health Insurance	Housing	Immunization Information	Employment Issues	Family Planning & Pregnancy	At-Home Medical & Health Needs	Adult Education
Services Provided	2	3	3	2	2	0	0	1
Service Provided (Total to Date)	24	83	31	15	22	13	26	8
	Transportation	Food Assistance	Child Developmental/ Education Issues & Screening	Childcare Services	Clothing Needs	Domestic Concerns	Other (Specify)	
Services Provided Cont.	3	5	1	0	0	2	20	
Service Provided (Total to Date)	16	41	10	18	15	14	100	

Branch-Hillsdale-St Joseph Community Health Agency
Check/Voucher Register - Check Register for BOH
00103 - Cash - Accounts Payable
From 1/1/2024 Through 1/31/2024

Payee	Check Amount	Check Number	Effective Date
ACD.NET	1,872.45	54258	1/12/2024
Action Quick Print Plus	55.00	24-01-12 A.01	1/12/2024
Action Quick Print Plus	65.00	24-01-26 A.01	1/26/2024
Aflac District Office	514.67	24-01-05 PR.01	1/5/2024
Aflac District Office	545.45	54271	1/19/2024
Alert Medical Alarms	229.60	54259	1/12/2024
Alerus Retirement Solutions	2,336.00	24-01-05 R.01	1/5/2024
Alerus Retirement Solutions	2,686.00	24-01-19 R.01	1/19/2024
Amazon Capital Services, Inc	1,300.75	24-01-12 A.02	1/12/2024
Amazon Capital Services, Inc	379.63	24-01-26 A.02	1/26/2024
Barbara P. Foley	46.16	54256	1/5/2024
Barbara P. Foley	46.16	54272	1/19/2024
Basic	1,530.60	24-01-26 A.03	1/26/2024
Beacon Properties Administration	4,332.93	54282	1/31/2024
Blue Cross Blue Shield	52,951.80	24-01-26 P.01	1/26/2024
Branch Area Transit Authority	1,573.80	24-01-12 A.03	1/12/2024
Branch County Commission	28,766.01	24-01-12 A.04	1/12/2024
Branch County Complex	5,694.28	24-01-31 A.01	1/31/2024
Card Services Center	467.55	24-01-31 P.01	1/31/2024
CDW GOVERNMENT INC.	2,961.49	24-01-26 A.04	1/26/2024
Century Bank - Hillsdale Maintenance	2,000.00	24-01-31 A.02	1/31/2024
Century Bank - Three Rivers Maintenance	2,000.00	24-01-31 A.03	1/31/2024
Century Basic	868.07	24-01-05 R.02	1/5/2024
Century Basic	868.07	24-01-19 R.02	1/19/2024
Century EFPTS	1,796.18	24-01-05 C.01	1/5/2024
Century EFPTS	23,950.36	24-01-05 R.03	1/5/2024
Century EFPTS	68.86	24-01-19 L.01	1/19/2024
Century EFPTS	26,642.44	24-01-19 R.03	1/19/2024
Century Mastercard	3,907.08	24-01-12 P.01	1/12/2024
Century MERS	45,537.00	24-01-12 A.05	1/12/2024
Century State/Michigan State Treasury	268.49	24-01-05 C.02	1/5/2024
Century State/Michigan State Treasury	4,091.10	24-01-05 R.04	1/5/2024
Century State/Michigan State Treasury	6.18	24-01-19 L.02	1/19/2024
Century State/Michigan State Treasury	4,573.28	24-01-19 R.04	1/19/2024
Charter Communications	189.97	24-01-12 P.02	1/12/2024
Cintas Corporation Loc 351	141.08	24-01-12 P.03	1/12/2024
City Of Three Rivers	143.06	24-01-12 A.06	1/12/2024
ConnectAmerica	114.00	24-01-12 A.07	1/12/2024
Crossroads Home Care Inc.	641.76	24-01-12 A.08	1/12/2024
David Layton Jr	200.00	54260	1/12/2024
DELTA DENTAL	6,650.84	24-01-26 A.05	1/26/2024
DiningRD	3,148.50	24-01-12 A.09	1/12/2024
DL Gallivan Office Solutions	150.00	54261	1/12/2024
DL Gallivan Office Solutions	395.73	54275	1/26/2024
Docuphase	2,000.00	24-01-12 A.10	1/12/2024
Dr. Karen M. Luparello	2,034.00	24-01-12 A.11	1/12/2024
Dr. Karen M. Luparello	4,220.17	24-01-31 A.04	1/31/2024
GDI Services Inc.	4,712.75	24-01-31 A.05	1/31/2024
GoldFax	44.72	24-01-12 A.12	1/12/2024
GT INDEPENDENCE	1,684.58	24-01-12 A.13	1/12/2024
Health Equity	1,154.83	24-01-05 PR.02	1/5/2024
Health Equity	1,143.56	54273	1/19/2024

Branch-Hillsdale-St Joseph Community Health Agency
Check/Voucher Register - Check Register for BOH
00103 - Cash - Accounts Payable
From 1/1/2024 Through 1/31/2024

Payee	Check Amount	Check Number	Effective Date
Heidi Thompson	251.97	54262	1/12/2024
Helping Angels Home Care LLC	609.04	24-01-12 A.14	1/12/2024
Hillsdale County Treasurer	766.25	24-01-12 A.15	1/12/2024
Hillsdale County Treasurer	93.08	24-01-26 A.06	1/26/2024
HomeJoy of Kalamzoo	2,719.53	24-01-12 A.16	1/12/2024
Indiana MI Power Company	1,065.84	24-01-12 P.04	1/12/2024
Jergens Piping Corporation	2,493.00	54263	1/12/2024
KALAMAZOO CHD	500.00	24-01-12 A.17	1/12/2024
Laboratory Corporation of America	124.20	24-01-26 A.07	1/26/2024
Legal Services Of S.Central MI	570.00	24-01-12 A.18	1/12/2024
Macquarie Equipment Capital Inc.	1,322.75	24-01-26 A.08	1/26/2024
MALEHA	70.00	54276	1/26/2024
Maplecrest, LLC	1,265.08	24-01-31 A.06	1/31/2024
McKesson Medical-Surgical Gov. Solutions LLC	98.66	24-01-12 P.05	1/12/2024
McKesson Medical-Surgical Gov. Solutions LLC	3,266.08	24-01-26 P.02	1/26/2024
Medical Care Alert	594.80	24-01-12 A.19	1/12/2024
MERS 5% EMPLOYEES	11,969.83	24-01-12 A.20	1/12/2024
Michigan State Disbursement Unit	190.11	54257	1/5/2024
Michigan State Disbursement Unit	190.11	54274	1/19/2024
Mistel de Varona	1,080.00	54264	1/12/2024
Mistel de Varona	607.50	54277	1/26/2024
Nationwide	820.00	24-01-05 R.05	1/5/2024
Nationwide	620.00	24-01-19 R.05	1/19/2024
North American Rescue, LLC	14,335.00	54265	1/12/2024
PFIZER INC	2,891.00	54266	1/12/2024
PFIZER INC	2,254.00	54278	1/26/2024
Principal Life Insurance Company	2,011.88	24-01-26 P.03	1/26/2024
Prompt Care Express PC	142.00	54267	1/12/2024
Republic Waste Services	210.00	24-01-12 P.06	1/12/2024
Richard Clark	2,350.00	24-01-31 A.07	1/31/2024
Riley Pumpkin Farm	3,700.00	24-01-31 A.08	1/31/2024
Rosati Schultz Joppich Amtsbueshler	1,980.00	24-01-26 A.09	1/26/2024
ROSE PEST SOLUTIONS	80.00	24-01-26 A.10	1/26/2024
Semco Energy	121.18	24-01-12 P.07	1/12/2024
St Joseph County COA	34,933.06	24-01-12 A.21	1/12/2024
St Joseph County Transit Authority	1,732.87	24-01-12 A.22	1/12/2024
Staples	226.86	24-01-26 P.04	1/26/2024
State Of Michigan	76.00	54268	1/12/2024
State Of Michigan	222.00	54279	1/26/2024
State of Michigan - MDHHS	468,446.00	54269	1/12/2024
Stratus Video, LLC	2,443.23	54280	1/26/2024
SWICK TV & APPLIANCE	919.00	54281	1/26/2024
Thurston Woods Village	3,651.36	54270	1/12/2024
Verizon	984.83	24-01-12 P.08	1/12/2024
VRI INC.	189.00	24-01-12 A.23	1/12/2024
Wal-Mart Community	40.99	24-01-12 P.09	1/12/2024
Zoho Corporation	600.00	24-01-12 A.24	1/12/2024
Zoho Corporation	660.98	24-01-26 A.11	1/26/2024
Report Total	830,191.06		

Branch-Hillsdale-St Joseph Community Health Agency

Balance Sheet

As of 1/31/2024

Assets

Cash on Hand	8,944.22
Cash with County Treasurer	4,228,456.73
Community Foundation Grant	309,955.94
Cash HD Building Maintenance	16,450.00
Cash TR Building Maintenance	41,049.40
Accounts Receivable	64,849.80
Due from Branch County	57,556.75
Due from State	(62,159.79)
Due from Other Funding Sources	116,341.73
Prepaid Expenses	154,285.55
Biologic Inventory	<u>174,160.77</u>
Total Assets	<u>5,109,891.10</u>

Liabilities

Accounts Payable	193,288.79
Payroll Liabilites	201,662.78
Deferred Revenue	529,141.72
Deferred Revenue BR	38,371.00
Deferred Revenue HD	40,409.00
Deferred Revenue SJ	53,829.00
Biologics	<u>174,160.77</u>
Total Liabilities	<u>1,230,863.06</u>

Net Assets

Operation Fund Balance	391,466.83
Restricted Fund Balance	400,736.01
Designated Fund Balance	<u>3,086,825.20</u>
Total Net Assets	<u>3,879,028.04</u>

Total Liabilities and Net Assets	<u>5,109,891.10</u>
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Prior Year Fund Balance Comparison at 1/31/2023:

Operation Fund Balance	366,399.56
Restricted Fund Balance	359,145.23
Designated Fund Balance	<u>2,673,806.53</u>
Total Fund Balance \$	<u>3,399,351.32</u>

BHSJ Community Health Agency
Schedule of Cash Receipts and Disbursements
August 31, 2023 thru
January 31, 2024

Plus: Cash Receipts	\$ 549,511.47
Less: Cash Disbursements For Payroll/AP	\$ (595,418.38)
8/31/2023 Cash Balance	\$ 4,773,804.41
Plus: Cash Receipts	\$ 663,939.84
Less: Cash Disbursements For Payroll/AP	\$ (744,408.00)
9/30/2023 Cash Balance	\$ 4,693,336.25
Plus: Cash Receipts	\$ 772,895.13
Less: Cash Disbursements For Payroll/AP	\$ (732,271.87)
10/31/2023 Cash Balance	\$ 4,733,959.51
Plus: Cash Receipts	\$ 398,709.71
Less: Cash Disbursements For Payroll/AP	\$ (702,704.56)
11/30/2023 Cash Balance	\$ 4,429,964.66
Plus: Cash Receipts	\$ 840,000.78
Less: Cash Disbursements For Payroll/AP	\$ (643,359.84)
12/31/2023 Cash Balance	\$ 4,626,605.60
Plus: Cash Receipts	\$ 919,031.18
Less: Cash Disbursements For Payroll/AP	\$ (1,015,072.00)
1/31/2024 Cash Balance	\$ 4,530,564.78

BRANCH HILLSDALE ST JOSEPH COMMUNITY HEALTH AGENCY

Expense by Program - 1/31/2024

	Program	Program Title	Current Month	Year to Date	Total Budget - Amend #1	Percent Total Expended
*	371	CSHCS Vaccine Initiative	2.46	4,520.12	8,248.00	54.80%
*	107	Medicaid Outreach	1,272.29	6,542.94	11,952.00	54.74%
*	010	Agency Support	10,058.53	58,584.53	110,220.00	53.15%
**	032	Emergency Preparedness	17,522.90	79,998.08	154,920.00	51.63%
*	345	Lead Testing	5,744.93	25,170.60	56,207.00	44.78%
*	115	MCH Enabling Women	2,186.95	19,836.85	47,269.00	41.96%
*	325	CSHCS	25,926.79	93,201.93	222,409.00	41.90%
*	605	General EH Services	16,846.75	58,386.58	151,287.00	38.59%
*	008	Salary & Fringe Payoff	3,094.21	30,796.93	80,000.00	38.49%
**	327	Hearing (ELPHS)	7,650.19	39,831.41	109,251.00	36.45%
*	138	Immunization IAP	85,642.12	467,306.86	1,307,240.00	35.74%
	021	Dental Clinic - Three Rivers	4,332.93	17,331.72	53,591.00	32.34%
	332	HIV Prevention	2,206.55	10,112.93	31,407.00	32.19%
	326	Vision (ELPHS)	10,307.62	35,117.24	110,276.00	31.84%
	012	Area Agency on Aging	115,947.49	456,036.33	1,479,226.00	30.82%
	108	WIC Breastfeeding	11,869.62	41,680.40	139,304.00	29.92%
	329	MCH Enabling Children	2,254.62	14,239.86	48,084.00	29.61%
	331	STD	13,250.67	50,702.76	172,235.00	29.43%
	109	WIC	90,093.04	337,909.36	1,150,665.00	29.36%
	014	VOCA	14,579.84	56,517.50	196,382.00	28.77%
	338	Immunization Vaccine Handling	5,974.86	24,747.40	87,139.00	28.39%
	352	ELCCT Contact Tracing, testing doord,	10,226.79	42,989.59	165,684.00	25.94%
	704	Food Service	45,041.05	169,483.51	663,330.00	25.55%
	714	Onsite Sewage Disposal	30,918.93	110,813.98	437,004.00	25.35%
	341	Infectious Disease	30,107.73	94,478.02	377,236.00	25.04%
	201	CSF Carseats	1,739.80	6,352.92	27,105.00	23.43%
	015	Local Expenses - Unallowable by Grants	418.01	3,429.57	15,313.00	22.39%
	721	Drinking Water Supply	28,831.18	96,946.82	441,731.00	21.94%
	207	MCRH Community Health Workers	7,302.19	27,713.27	126,633.00	21.88%
	745	Type II Water	13,249.42	40,466.61	218,296.00	18.53%
	719	Body Art	704.88	750.96	4,124.00	18.20%
	717	EGLE Swimming Pools	671.35	2,910.33	16,885.00	17.23%
	355	COVID-19 PH Workforce Supplemental	3,195.56	13,795.74	100,332.00	13.75%
	720	EH- Complaints	444.49	765.86	6,293.00	12.17%
	723	PFAS Response - White Pigeon	103.50	990.96	8,816.00	11.24%
	029	Dental Clinic - Hillsdale	518.84	2,463.50	22,000.00	11.19%
	096	CSHCS Donations SJ	251.97	3,841.52	35,004.91	10.97%

716	EGLC Campgrounds	1,502.21	1,690.91	18,585.00	9.09%
101	Workforce Development	2,413.40	4,335.59	56,760.00	7.63%
255	Community Health Direction	14,316.96	14,316.96	200,000.00	7.15%
363	363 CVDIMS Covid Immz Supplemental	3,205.52	13,421.28	215,195.00	6.23%
718	EGLC Septage	140.00	425.81	11,032.00	3.85%
023	Capital Expenditures	0.00	2,700.00	78,000.00	3.46%
025	PH Workforce & Infrastructure	0.00	4,502.35	135,905.00	3.31%
405	Grant Writing	0.13	59.69	1,804.00	3.30%
097	CSHCS Donations BR HD	0.00	351.13	22,826.36	1.53%
024	MERS Pension Underfunded Liability	2,166.08	3,920.52	347,085.00	1.12%
035	Vector Borne Disease Surveillance	0.00	0.00	33,025.00	0.00%
112	CSHCS Medicaid Outreach	0.00	0.00	115,856.00	0.00%
715	EGLC Long-Term Monitoring	0.00	0.00	3,842.00	0.00%
722	PFAS Response	0.00	0.00	2,116.00	0.00%
724	PFAS - Westside Landfill	<u>0.00</u>	<u>0.00</u>	<u>6,791.00</u>	<u>0.00%</u>
Total Expense		<u>644,235.35</u>	<u>2,592,489.73</u>	<u>9,641,921.27</u>	<u>26.89%</u>

The Agency is currently 6.44% under budget.

*4/12 Months = 33.33%

*4/9 Months = 44.44%

Programs Over Budget as of 1/31/2024

RU 371: 54.80%	9-Month Program - This program will run over and fall in line as year progresses. Children Special Health group plans on completing the sensory room project to assure funds get spent before this grant period ends in June 2024.
RU 107: 54.74%	Program showing over budget because we are fully distributing the Community Health Allocation expenses to programs before using any other funding sources for that service. This program will come back in line as the year progresses because other funding sources will be used to cover those expenses and they will no longer be hitting this program.
RU 010: 53.15%	The current revenue for this program is over budget (at 53.15%), causing expenses to also show over budget. We expect this to fall in line as the year progresses but will continue to monitor and make necessary adjustments in the final budget amendment.
RU 032: 51.63%	9-Month Program - Over budget by 7.19% due to increase in staff time due to trainings. This program also received additional funds to make one-time medical supply purchases. This program will fall in line as year progresses.
RU 115: 41.96%	Program is over budget due to large annual pack & play - this program will fall back in line with budget as year progresses.
RU 325: 41.9%	Budget for RU 325 must be fully expended and therefore expenses can be charged to RU 112. When looking at these two budgets together as one the program is under by budget at 27.55%. This program will fall in line as year progresses.
RU 008: 38.49%	Over budget due to annual sick time payout. This program will fall back in line with budget as year progresses.
RU 327: 36.45%	9-Month Program - within budget
RU 138: 35.74%	Over budget due to the purchase of COVID and Flu vaccines. Program will fall in line as year progresses.

Placeholder for Finance Committee Minutes

February 21, 2024 – Board of Health Program, Policy, & Appeals Committee Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health, Program, Policy, & Appeals Committee meeting was called to order by Committee-Chair, Brent Leininger, at 8:30 AM. Roll call was completed as follows: Brent Leininger and Rusty Baker. The following member was absent: Tom Matthew.

Also present from BHSJ: Rebecca Burns, and Theresa Fisher

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

Public Comment: No public comments were given.


New Business:

- Mr. Leininger moved to recommend that the full Board approve the proposed changes to the joint operating agreement. The motion received support from Mr. Baker and passed unopposed.
- The procurement policy was discussed but no action was taken.

Public Comment: No public comments were given.

With no further business, Mr. Baker moved to adjourn the meeting with support from Mr. Leininger. The motion passed unopposed and the meeting was adjourned at 8:55 AM.

Respectfully Submitted by:


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

Proposal #482239

Rebecca Burns
20 Care Dr
Hillsdale, MI 49242



Proposal # 482239
Proposal Date 11/29/2023
Proposal Amount \$36,440.00
Job Address 20 Care Dr
Hillsdale, MI 49242

Apex Painting

3980 W Carleton Rd. Suite A
Hillsdale, Michigan 49242
Phone: (517) 212-0051

Product / Service	Quantity	Price	Subtotal	Tax	Total
Main Floor - All Walls & Ceilings Repaint <ul style="list-style-type: none"> SCOPE: entry, waiting room, all hallways, and 29 separate rooms (offices, reception, break room, etc.) <ul style="list-style-type: none"> NOTE: Supply Closets Not Included (3 on main floor) Walls and Ceilings re-paint Walls <ul style="list-style-type: none"> One color throughout <ul style="list-style-type: none"> We recommend SW 7666 Fleur de Sel or SW 7029 Agreeable Gray Two coats, always Nail holes filled, stickers removed & light sand where there were stickers or holes Ceiling flat white <ul style="list-style-type: none"> 1 coat, industry standard 	1.00	\$19,350.00	\$19,350.00	\$0.00	\$19,350.00
Basement Level Repaint - Some Areas <ul style="list-style-type: none"> SCOPE: <ul style="list-style-type: none"> Walls Only Stairwell down, all hallways, 2 bathrooms, 2 conference rooms Excludes kitchen and any other rooms Walls only repaint <ul style="list-style-type: none"> Nail holes filled, any stickers off and sanded Two coats, always 	1.00	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00
Drywall Repairs - Main Floor & Basement We noted 23 separate drywall repair areas, mostly cracks and seam failures This line item covers all drywall repair in areas bid for re-paint on main floor and basement, no additional areas	1.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00
We Move Furniture <ul style="list-style-type: none"> At least 11 spaces were "heavily furnished" and we are capable of moving large furniture to access walls for the repaint – this line item covers the labor cost of carefully moving all furniture in re-paint spaces ourselves 	1.00	\$2,800.00	\$2,800.00	\$0.00	\$2,800.00
MATERIALS <ul style="list-style-type: none"> 110 GALLONS INTERIOR LATEX WALL PAINT <ul style="list-style-type: none"> Sherwin Williams Super Paint, satin sheen (for durability/washability) 30 GALLONS CEILING FLAT WHITE masking, tape, etc. 	1.00	\$5,790.00	\$5,790.00	\$0.00	\$5,790.00
TIMING We can adjust our schedule and start this work ASAP upon acceptance, with completion by January 1 as long as our timing and access with office workers allows for a normal momentum	1.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal					\$36,440.00

Tax	\$0.00
Total	\$36,440.00

Deposit Required

\$10,932.00 (30.00%)

Scheduled Payments

75% Complete: \$10,000.00

Remaining Balance: \$15,508.00

Terms and Conditions

Terms: We propose hereby to furnish material and labor - complete in accordance with above specifications.

All material is guaranteed to be as specified. All work to be completed in a substantially workmanlike manner according to the specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. If either party commences legal action to enforce its rights pursuant to this agreement, the action must be brought and held in the courts having jurisdiction over Hillsdale County, Michigan. Client has a (3) day right to cancel without loss of deposit.

Photos:

□

Sign And Date To Accept Proposal:

Customer Signature:

Date:

Closed session to consider material exempt from discussion or disclosure by state or federal statute, per section 8(h) of the OMA, and section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure “information or records subject to the attorney-client privilege.”

Annual Conflict of Interest and Disclosure Policy

Section 1. Purpose of Policy. This policy sets forth principles and procedures intended to maintain the integrity of the Area Agency on Aging Region 3C (AAA 3C), as well as comply with Michigan Office of Services to the Aging Operating Standards for Area Agencies on Aging. Members of the Branch-Hillsdale-St. Joseph Community Health Agency (CHA) Board of Health (serving as the AAA 3C Policy Board) are expected to conduct their personal/business affairs so that no conflict of interest or duality of interest interferes with their duties and responsibilities to the CHA/AAA 3C.

Section 2. Covered Individuals. This policy applies to the members and officers of the Board of Health.

Section 3. Conflict of Interest and Duality of Interest. This policy covers both conflicts of interests, involving the financial interests of or financial benefit to a covered individual as owner, employee, agent, consultant or otherwise, and duality of interests, involving the interests of an association, governmental entity, business or other entity (whether profit or nonprofit) in which a covered individual has a substantial personal interest as a director, officer, trustee, commissioner or substantial contributor or through another substantial relationship.

Section 4. Covered Transactions, Relationships and Affiliations. This policy applies to existing and proposed transactions, relationships and affiliations, including contracts for goods, facilities and services, leases, grants, gifts, financial assistance, partnerships, endorsements, policy positions, joint ventures and other undertakings and dealings, between the CHA/AAA 3C and (a) a covered individual; (b) a member of a covered individual's immediate family; and (c) an association, governmental entity, business or other entity (whether profit or nonprofit) with respect to which a covered individual has a conflict of interest or a duality of interests.

Section 5. Disclosure. All covered individuals shall provide a written disclosure annually to the CHA/AAA 3C of any conflict of interest or duality of interest between them and the CHA/AAA 3C as described in Section 3 and of any covered transactions, relationships, endorsements, policy positions or affiliations involving them as described in Section 4. In addition, a covered individual shall provide prompt disclosure to the Board of Health at any time that he or she becomes aware of any such conflict of interest, duality of interest or covered transaction, relationship or affiliation.

Section 6. Review, Report and Record. In the event that the CHA/AAA 3C becomes aware of a conflict of interest, or duality of interest of a covered transaction, relationship, endorsement, policy position or affiliation involving a covered individual, whether through disclosure made pursuant to Section 5 or otherwise, the matter shall be reviewed by a committee of disinterested members of the Board of Health. The review shall be reported to the Board of Health and shall be made a matter of record.

Section 7. Procedures. Any member of the Board of Health having a duality of interest or conflict of interest, real or apparent, with respect to any covered transaction, relationship, endorsement, policy position or affiliation that comes before the Board of Health shall not vote or use his or her personal influence on the matter, and shall not be counted in determining a quorum for the meeting at which the matter is voted upon. In deciding any such matter, the Board of Health shall obtain appropriate comparability data, including data as to the fair market value for any goods, services or facilities that may be involved. The minutes of the meeting shall adequately document the basis of the determination and shall reflect that the disclosure was made, that the interested Board member abstained from voting, and that his or her presence was not considered. No interested Board member and no interested officer shall take part in the discussion and, in appropriate instances, as determined by the officer conducting the meeting, shall be absent from the discussion and vote. However, an interested Board member or an interested officer may state a policy position relevant to the matter under consideration, explain the transaction or affiliation, and answer questions from Board members relating to the matter.

_____ I **do not** have a conflict of interest or duality of interest. I have read this policy and agree to follow it.

_____ I **do** have a conflict of interest or duality of interest, as follows:

_____ I have read this policy and agree to follow it.

Signature

Date

AGREEMENT FOR THE OPERATION OF THE BRANCH, HILLSDALE, AND ST. JOSEPH COMMUNITY HEALTH AGENCY FOR BRANCH, HILLSDALE, AND ST. JOSEPH COUNTIES

THIS AGREEMENT made and entered into this _____ day of _____, A.D., 2012, by and between the Boards of Commissioners of Branch, Hillsdale, and St. Joseph Counties (hereinafter collectively referred to as “Counties”).

WITNESSETH:

WHEREAS, Act 368 of Public Acts of 1978, as amended, of the State of Michigan provides that any combination of counties may elect to establish a District Health Department by a majority vote of each County Board of Commissioners;

WHEREAS, the Counties of Branch, Hillsdale, and St. Joseph have operated the Branch-Hillsdale-St. Joseph Community Health Agency since January 1, 1972.

WHEREAS, the Counties believe that it is prudent to formalize the rights and obligations of each county and their relationship to the Branch-Hillsdale-St. Joseph Community Health Agency;

WHEREAS, the counties desire to modify the organizational framework for the Community Health Agency;

WHEREAS, Article 7, Section 28 of the Michigan Constitution of 1963 and Act 7 of the Public Acts of 1967, as amended, MCL 124.501 et seq., permit counties to, by agreement, perform functions that could be performed by individual counties;

WHEREAS, the Counties desire to enter into an agreement to continue a public entity known as the Branch-Hillsdale-St. Joseph Community Health Agency, and to specify the powers and duties under which it will operate pursuant to the above cited authority; and

WHEREAS, Section 2448 of the Public Health Code, as amended (MCL 333.2448), expressly provides for intergovernmental contracts to reorganize local health departments.

THEREFORE, for and in consideration of the mutual covenants hereinafter contained, IT IS HEREBY AGREED as follows:

SECTION I.

ESTABLISHMENT

Pursuant to the Public Health Code, 1978 PA 368, MCL 333.1101 et seq., as amended, and pursuant to the Michigan Constitution of 1963, Article 7, Section 28, and 1967 PA 7, as amended, MCL 124.501, et seq., the duly elected Commissioners of Branch, Hillsdale, and St. Joseph Counties, State of Michigan hereby state the desire to continue the public entity known as the Branch-Hillsdale-St. Joseph Community Health Agency (hereinafter referred to as the “Community Health Agency”).

SECTION II.

DEFINITIONS

The following terms for this Agreement shall have the meanings attached to them:

“Board” means the Branch-Hillsdale-St. Joseph Community Health Agency Board of Health (hereinafter sometimes referred to as “Board of Health”).

“Health Officer” means the health officer of the Branch-Hillsdale- St. Joseph Community Health Agency.

“Department” means the Department of Community Health of the State of Michigan.

“Director” means the director of the Department of Community Health of the State of Michigan.

SECTION III.

PURPOSE OF THE DEPARTMENT

The purpose of the Branch-Hillsdale-St. Joseph Community Health Agency is to provide a range of public health services for persons located within the three (3) counties as required by and permitted under 1978 PA 368, as amended. The Board shall carry out the applicable provisions of the Public Health Code and shall, subject to the rules designated by the Michigan Department of Community Health, provide services permitted under the Public Health Code.

SECTION IV.

AREA SERVED

The Board shall provide the services set forth herein to persons who are located within Branch, Hillsdale, and St. Joseph Counties.

SECTION V.

ESTABLISHMENT OF THE BOARD

The Counties hereby establish a Board of Health. The Board shall set policy and procedures governing the operation of the Community Health Agency and shall have ultimate authority regarding the exercise of the Community Health Agency powers. The Board shall be composed of six (6) members: two (2) members from Branch County, two (2) members from Hillsdale County, and two (2) members from St. Joseph County. Board members shall be appointed by the applicable Board of Commissioners and must be currently serving as County Commissioners. The Board shall elect a chairperson and vice-chairperson. The chairperson and vice-chairperson shall not be from the same county. It may create additional officers and such committees as it deems appropriate. The Board shall set its meeting dates and adopt rules of procedures and determine the number of members who will constitute a quorum of the Board; provided, however, the Board may recommend that the respective board of county commissioners dissolve the Community Health Agency only by a majority vote of the entire Board. As used in this Agreement, the terminology “entire board” shall mean the six (6) members of the Board or lesser number if a vacancy exists in the number of representatives to which each county is entitled. All meetings of the Board shall comply with Michigan’s Open Meetings Act, being 1976 Public Act 267, as amended. Actions taken by the Board prior to the effective date of this Agreement are hereby ratified.

SECTION VI.

TERM OF BOARD MEMBERSHIP, VACANCIES, REMOVAL FROM OFFICE

The term of office of Board members shall commence January 1st and run through December 31st or until their successors are qualified and appointed to office. Board members shall be appointed by the respective Boards of Commissioners for two (2) year terms running from January 1st through December 31st ~~commensurate with Board of Commissioners terms~~, or until their successors are qualified and appointed. Membership shall cease upon any member ceasing to be a County Commissioner.

Vacancies shall be filled for unexpired terms in the same manner as original appointments. A Board member may be removed from the Board by the appointing Board of Commissioners.

SECTION VII.

BOARD DUTIES

The Board shall:

- a) Annually examine and evaluate the public health needs of the Counties and the public and non-public services necessary to meet those needs.

- b) Review and approve an annual program statement and budget. The format and documentation of the annual program statement and budget shall be specified by the Department.
- c) Submit the annual program statement and budget to the Department by such date as is specified by the Department.
- d) Submit to each Board of Commissioners an annual request for County funds to support the Community Health Agency. Such request shall be in the form and at the time determined by the Boards of Commissioners.
- e) Take action to secure private, federal, state, and other public funds to help support its programs.
- f) Approve and authorize all contracts, which may be effectuated by delegation to the Health Officer.
- g) Review and evaluate the quality, effectiveness, and efficiency of services being provided by its programs.
- h) Appoint a health officer and a medical director, who shall each meet the standards of training and experience established by the Department.
- i) Establish general policy guidelines within which the health officer shall execute the Community Health Agency programs.
- j) Audit all claims against the Community Health Agency and apportion approved claims as provided under the approved formula established under Section 2417 of the Public Health Code, as amended (MCL 333.2417).
- k) The Community Health Agency shall maintain liability insurance in such amounts as the Board shall determine.

SECTION VIII.

POWERS OF THE BOARD

The Board shall have all the rights, powers, duties and obligations of a District Health Department created under MCL 333.2415, as are set forth in the Public Health Code, Public Act 368 of 1978, as amended. IN addition, the Board shall have the following powers and duties, to the extent theses powers and duties are not in consistent with the powers of a District Health Department.

- 1. To enter into contracts, including contracts for the purchase of public health services with private persons and/or entities or public agencies.
- 2. To acquire ownership, custody, operation, maintenance, lease or sale of real or personal property, subject to any limitation on the payment of funding therefore now or subsequently imposed by the Public Health Code, 1978 PA 368, as amended.
- 3. To dispose of, divide, and distribute property.
- 4. To accept gifts, grants, assistance, funds or bequests.

5. To make claims for federal or state aid payable to the participants in the programs of the Board.
6. To incur debts, liabilities or obligations which do not constitute the debts, liabilities or obligations of any of the parties to this agreements, subject to any limitations thereon which are now or hereafter imposed by the Public Health Code, 1978 PA 368, as amended.
7. To, in its own name, employ employees and agents, which employees or agents shall be considered employees or agents of the board. The Board shall have the powers, duties and responsibility for establishing policies, guidelines and procedures for employees and shall have the power, duty and responsibility to establish wages and fringe benefits such as, but not limited to, sick leave, vacation, health insurance, pension and life insurance; to provide for workers' compensation and for any and all other terms and conditions of employment of an employee of the Board. However, any employee initially transferred to the Branch-Hillsdale-St. Joseph Community Health Agency by any of the contracting Counties or from the predecessor Branch-Hillsdale-St. Joseph Community Health Agency shall continue to have all benefits, obligations and status with respect to pay, seniority credits, and sick leave, vacation, insurance and pension credits that the individual held as a County or Community Health Agency employee. The above-stated conditions and limitations upon the transfer of County or Community Health Agency employees shall not serve to limit the right of the Board to hire County or Community Health Agency employees voluntarily seeking a job change upon such terms and conditions as the Board and the individual may agree.
8. To fix and collect charges, rates, rents or fees where appropriate and to promulgate rules and regulations related thereto. They shall include the power to set fees for the Community Health Agency services as authorized by Section 2444 of the Code. All fees shall be paid into the general fund of the Community Health Agency.
9. The powers of the Community Health Agency shall be liberally construed consistent with the Constitution and statutes of this state.

SECTION IX.

HEALTH OFFICER

The health officer shall function as the chief executive and administrative officer of the Branch-Hillsdale-St. Joseph Community Health Agency and shall execute and administer the Branch-Hillsdale-St. Joseph Community Health Agency in accordance with the approved program statement and budget, the general policy guidelines established by the Board, the applicable procedures and regulations, and the provisions of state statute. The terms and conditions of the health officer's employment, including tenure of service, shall be as mutually agreed to by the Board and health officer and shall be specified in writing.

SECTION X.

FINANCES

The Board shall have the budgetary and financial control over the Community Health Agency. The Board shall base its request for county financial contributions on the proposed budgetary needs of the Community Health Agency. These financial contributions may come from the general fund of each county or from any fees collected by the Community Health Agency in that county or a combination thereof. ~~Payment of the financial contribution of each county shall be made under such terms as shall be specified by the Board and approved by the respective boards of commissioners.~~ The financial contribution shall be approved by each county based on the financial needs of the Community Health Agency. The contribution scheduled shall be allocated pro-rata among the counties based on the percent of population of each county as compared to the population of the tri-counties as shown in the last decennial federal census. The last decennial federal census shall be adjusted by subtracting the State prison population from Branch County's population. In the event that the services of the Community Health Agency are requested or required to be provided at the State prison, Branch County shall be responsible for any and all associated costs up to a capped amount. The capped amount shall be calculated by multiplying the current year's pro-rata rate and the prison population as recorded on January 1st of the current year. The financial contribution shall be computed annually and shall be approved as required by Section 2417 of the Public Health code (MCL 333.2417). Nothing in this Agreement shall bind a county to accept the annual allocation request by the Board.

Beginning in January of each year, the respective Treasurers of Branch, Hillsdale and St. Joseph Counties shall deposit their quarterly appropriations of county funding with the Community Health Agency by the 15th day of January, April, July and October. Payments can be made via check or electronic funds transfer (EFT).

If a county fails to allocate its full amount requested, the Board may not pass its budgetary shortfall to the other counties. However, the board in its discretion may elect one of more of the following options, taking into account the amount of the non-payment, its duration, the financial condition of the Community Health Agency and such other factors as it deems relevant:

1. Reduce services in the non-paying county consistent with the non-payment;
2. Raise fee rates for services in the amount the Board deems necessary.
3. Recommend the dissolution of the Community Health Agency.
4. Any combination of the above as determined by the Board.

State and local contributions and all other funds received shall be handled and banked directly by one of the treasurers of one of the member counties as selected by the Board, which has the duty to insure that the funds are banked and accounted for consistent with requirements of law for local governmental units.

The Board shall be credited all investment income (minus reasonable handling fees) derived from the assets of the Community Health Agency. All interest income shall also be credited into the general fund of the Community Health Agency.

SECTION XI.

AUDIT

The Community Health Agency shall conduct an annual agency audit in accordance with the law and as directed by the Board. A copy of the audit shall be given to each Board member upon its completion. If requested by a county, a representative of the auditing firm and the Community Health Agency shall appear before the Board of Commissioners of each county and answer questions regarding the audit or any other aspect of Community Health Agency activities. The counties shall have access to all Community Health Agency records except those records subject to a legally recognized privilege.

SECTION XII.

INFORMATION

The Board shall provide to Branch-Hillsdale-St. Joseph Counties, separately and/or jointly, as requested, any and all information related to the operations of the Board on a timely basis.

SECTION XIII.

NOTICES

Any notices required by this Agreement shall be deemed made when mailed certified mail, return receipt requested, to each county clerk, to each chairperson of the Board of Commissioners of each participating county, and the Health Officer of the Community Health Agency.

SECTION XIV.

COUNTY ORDINANCES

Nothing in this agreement shall restrict the right of a county to enact a local ordinance affecting its public health needs and setting fees in any such ordinance. However, any such ordinance shall not impose an obligation or duty on the Community Health Agency or its personnel unless (a) the ordinance has been approved by the Board; provided, however, that the Board's approval shall be limited to assessing the financial and personnel impact of the ordinance on the Community Health Agency, the legality and enforceability of the proposed ordinance and potential liability to the Community Health Agency. (The general public policy considerations of whether the proposed ordinance is needed is solely the responsibility of the county which is

considering enacting the proposed ordinance), (b) an agreement has been reached with the county which enacted the ordinance regarding the disposition of any fees required by the ordinance; and (c) an agreement has been reached with the county which enacted the ordinance regarding the reimbursement to the Community Health Agency of any costs of enforcement.

SECTION XV.

ORDINANCE UNIFORMITY

Each county understands the legal and practical importance of ordinance uniformity throughout the District. Each county agrees to make every effort to keep its public health ordinances uniform with those of other counties within the tri-counties. However, this Agreement acknowledges that local conditions and political desires within a particular county may result in some unique ordinance provisions.

SECTION XVI.

DURATION OF THIS AGREEMENT AND RIGHTS UPON TERMINATION

- a) This Agreement shall continue indefinitely unless a county withdraws as provided by this Agreement.
- b) This Agreement may be terminated by the following method:
The county(ies) may give written notice of its(their) desire to withdraw as a member of the Community Health Agency to the Board of Health and to the other counties which are a party to this Agreement. The effective date of the withdrawal by the withdrawing county(ies) shall be effective sixty (60) days from the date of receipt from the withdrawing county(ies). The property division provisions of paragraph XVI.c.1 shall continue to apply to all counties, including the withdrawing county, until the property division has been completed; otherwise, this Agreement shall be terminated as to the withdrawing county on the effective date of the withdrawal.
- c) Property Division.
 - 1. If the county(ies) withdraws pursuant to Paragraph (b) above, then the following procedure shall be used. The withdrawing county(ies) shall not be obligated to pay (or will be reimbursed if it already had paid) a pro-rata portion of its(their) financial contribution attributable to the remainder of the calendar year after the effective date of the dissolution. In addition, the withdrawing county(ies) shall receive all real and personal property located within the boundaries of the withdrawing county(ies). The withdrawing

county(ies) will assume any existing debt applicable to the assets which it receives. The distribution of assets shall take place as soon as possible after the effective date of the dissolution.

2. Nothing contained herein shall preclude the three (3) counties from otherwise jointly agreeing in writing to any distribution of the real and personal property among themselves as they deem proper.
- d) If the withdrawing County will assume the responsibility for any health jurisdiction or function previously performed by the Community Health Agency, or if it will assume the responsibility to pay the wages of or employ any former employee of the Community Health Agency, MCL 333.2448 shall apply, and the Withdrawing County will provide an appropriate assurance or evidence to the Community Health Agency documenting its compliance. MCL 333.2448 provides:

A city, county, district, or part thereof may enter into a intergovernmental contract necessary or appropriate to a reorganization or an assumption or relinquishing of a health jurisdiction or function authorized by this part. The contract shall provide that an employee transferred shall not lose any benefits or right as a result of the transfer.

SECTION XVII.

STATUS OF THE BOARD

The Board established pursuant to this agreement shall be a separate legal public entity with the power to sue and be sued.

SECTION XVIII.

AMENDMENT PROCEDURES

This agreement may be amended only by the mutual agreement of the participating counties pursuant to resolution authorized by each of the County Boards of Commissioners and entered into in writing, and approved as may be required by the Urban Cooperation Act (MCL 124.501, et seq.) and the Public Health Code (MCL 333.1101, et seq.)

SECTION XIX.

CONFLICT OF PROVISIONS

If there is any conflict between this agreement and the Public Health Code (MCL 333.1101, et seq.), as existing or as subsequently amended, the Public Health Code shall prevail, and those provisions of this agreement inconsistent therewith shall be deemed null, void and of no effect.

SECTION XX.

CONTINUITY

All assets and liabilities as well as the contractual rights and obligations currently in the name of the existing Branch-Hillsdale-St. Joseph Community Health Agency shall continue. Each county authorizes its Chair and Clerk to execute such documents as are necessary to effectuate this provision. The created Community Health Agency hereby agrees to assume all such transfers.
SECTION XXI.

EFFECTUATION OF AGREEMENT

This agreement shall not take effect until this agreement is approved by the Governor of the State of Michigan and the Director of the State Department of Community Health as provided for by law. Upon receipt of the approval of the Governor and after filing with the County Clerk of each county and the Secretary of State, this agreement shall take effect on January 1, 20132025.

The name of the entity and its administrative office's business address are Branch-Hillsdale-St. Joseph Community Health Agency, 570 Marshall Road, Coldwater, Michigan 49036. Any subsequent change thereof by the Board shall be reported in writing to the forming Counties, the State Department of Community Health and the Governor of Michigan.

The persons signing this agreement hereby verify by their signatures that they are authorized to execute this agreement pursuant to appropriate County Board of Commissioners resolution.

IN THE PRESENCE OF:

BRANCH COUNTY

BY: CHAIRPERSON, BOARD OF COMMISSIONERS

ATTEST: COUNTY CLERK

HILLSDALE COUNTY

BY: CHAIRPERSON, BOARD OF COMMISSIONERS

ATTEST: COUNTY CLERK

ST. JOSEPH COUNTY

BY: CHAIRPERSON, BOARD OF COMMISSIONERS

ATTEST: COUNTY CLERK

2024 Board of Health Meetings

Board of Health Meetings are the 4th Thursday at 9 am of each month with the following exceptions: there is no meeting in October, and the November and December meetings are scheduled for the 2nd Thursday of the month. Board Education will begin immediately at the conclusion of the meeting and end by noon.

Date	Time	Location	Board Education Scheduled
February 22	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	Yes
March 28	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	No
April 25	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	Yes
May 23	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	Yes
June 27	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	No
July 25	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	No
August 22	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	No
September 26	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	Yes
November 14	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	Yes
December 12	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	No
January 23, 2025	9:00 am	BHSJ, 570 Marshall Rd, Coldwater	Yes

Board of Health Committees

Finance Committee – 3 members, one from each county

Program, Policy & Appeals Committee – 3 members, one from each county

Committees are scheduled to meet as follows:

Finance Committee will meet at 9:00 AM on the following days:

January 12, ~~February 16~~ Rescheduled to February 22 at 8:00 AM, March 18, April 15, May 20, June 17, July 15, August 19, September 16, November 4, December 2

Program, Policy, & Appeals Committee will meet at 8:30 AM on the following days:

January 17, February 21, March 20, April 17, May 15, June 19, July 17, August 21, September 18, November 6, December 4

BHSJCHA Administration

Health Officer: Rebecca A. Burns, MPH, RS o: 517-933-3040 c: 269-501-2503

Medical Director: Karen Luparello, DO

Director of Administration: Theresa Fisher, BS

Director of Personal Health & Disease Prevention: Heidi Hazel, BSN

Director of Environmental Health: Paul Andriacchi, REHS

Director of Area Agency on Aging IIIC: Laura Sutter, BS

Approved by the Board of Health on December 14, 2023

Updated 2/20/2024

Placeholder for information that may be recommended by the Finance Committee in their February 22, 2024 8:00 AM meeting.

PUBLIC COMMENT

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