

August 22, 2024 – Board of Health Meeting Minutes

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

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

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

Mr. Houtz moved to approve the minutes from the June 27, 2024 meeting with support from Mr. Leininger. The motion passed unopposed.

Marne Daggett, MERS Regional Manager provided a presentation on the MERS Defined Benefit Annual Actuarial Valuation Study.

Public Comment: Public comment was provided by two people.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: MERS update, Health Officer Evaluation, Retirement, New Accountant, Environmental Health Staffing, National Labor Relations Board, Quality Improvement Plan, Staffing Update, Intergovernmental Agreement, Kindergarten Oral Health Assessment, Safety and Security in BHSJCHA Facilities, Feonix Mobility Wallet Awarded, Medical Director Contract, Community Health Needs Assessment by Beacon Health System, Public Health Concerns, Three Rivers ALE for Lead, Health Concerns in Teens, Highly Pathogenic Avian Influenza, Rabies Season, Measles Cases, Coldwater Office, Hillsdale Office, Three Rivers Office, Sturgis Office, and Board Education.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Parvovirus B19/Fifth Disease/Erythema Infectiosum".

Departmental Reports:

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

Financial Reports/Expenditures

- Mr. Leininger moved to approve the expenditures for June and July with support from Mr. Lanius. The motion passed unopposed.

- Mr. Leininger moved to place the financials for July on file with support from Mr. Houtz. The motion passed unopposed.

Committee Reports:

- Finance Committee – Mr. Hoffmaster moved to approve the minutes from the August 19, 2024 Board of Health Finance Committee meeting with support from Mr. Houtz. The motion passed unopposed.
- Program, Policy, & Appeals Committee – Mr. Leininger moved to approve the minutes from the August 21, 2024 Board of Health Program, Policy, and Appeals Committee meeting with support from Mr. Matthew. The motion passed unopposed.

Unfinished Business:

- None

New Business:

- Mr. Houtz moved to approve the Kindergarten Oral Health Assessment Program, as presented, with support from Mr. Lanius. The motion passed 4-1.
- Mr. Houtz moved to approve the Medical Director's contract as presented, with support from Mr. Matthew. The motion passed 4-1.
- Mr. Houtz moved to approve the building security improvement project, as presented, with support from Mr. Leininger. The motion passed unopposed.
- Mr. Houtz moved to approve the AAA FY25 provider allocations, using the FY23-24 budget numbers with no hold back. The motion received support from Mr. Matthew. The motion passed 3-2.

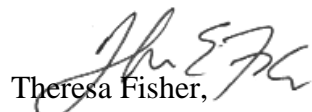
Mr. Matthew left the meeting at 11:29 AM.

- Mr. Leininger moved to approve the Financial Controls Policy, as presented, with support from Mr. Houtz. The motion passed unopposed.
- Mr. Leininger moved to approve the Quality Improvement Policy and 2024-2025 Quality Improvement Plan, with support from Mr. Houtz. The motion passed unopposed.
- Mr. Leininger moved to reschedule the September 26, 2024 Board of Health meeting to October 3, 2024 at 9:00 AM, with support from Mr. Lanius. The motion passed unopposed.

Public Comment: No public comments were given.

With no further business, Mr. Leininger moved to adjourn the meeting with support from Mr. Lanius. The motion passed unopposed and the meeting was adjourned at 11:37 AM.

Respectfully Submitted by:



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