

April 21, 2025 – Board of Health Finance Committee Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health, Finance Committee meeting was called to order by Jon Houtz at 9:04 AM. Roll call was completed as follows: Jon Houtz, and Kevin Collins. Jared Hoffmaster was absent.

Also present from BHSJ: Rebecca Burns, and Theresa Fisher

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

Public Comment: No public comments were given.

New Business:

- Mr. Collins moved to recommend that the full board accept Bid #5553 from Constantine Flooring in the amount of \$33,763.59 for carpet replacement in the Three Rivers building. The motion was supported by Mr. Collins and passed unopposed.
- Mr. Houtz moved to recommend the full board accept the FY23-24 Audit as presented. The motion received support from Mr. Collins and passed unopposed.
- Form 5572 was discussed but no action was taken.
- Rebecca Burns provided an update on the grant pullbacks announced on April 1, 2025.

Public Comment: No public comments were given.

With no further business, Mr. Houtz moved to adjourn the meeting with support from Mr. Collins. The motion passed unopposed and the meeting was adjourned at 9:18 AM.

Respectfully Submitted by:



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