

2025 Board Officers:

Commissioner Stoll (Chair) Commissioner Leininger (Vice-Chair)

BOARD OF HEALTH Meeting Agenda for September 25, 2025 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 August 28, 2025*

2. Public Comment

- 3. Health Officer's Report pg 6
- 4. Medical Director's Report pg 12

5. Departmental Reports

- a. Personal Health & Disease Prevention pg 14
- b. Health Education & Promotion pg 20
- c. Environmental Health pg 23
- d. Area Agency on Aging pg 34

6. Financial Reports

- a. Approve Payments* pg 35
- b. Review Financials* pg 38

7. <u>Committee Reports</u> – pg

- a. Finance Committee Approval of the September 15, 2025 Finance Committee meeting pg 43
- b. Program, Policies, and Appeals Approval of the September 17, 2025 Program, Policy, and Appeals Committee meeting pg 44

c.

8. Unfinished Business

a. none

9. New Business

- a. PA 152 Public Employer Contributions to Medical Plan Benefits pg 45
- b. Employer Sponsored Health Insurance pg 47
- c. Medical Director Contract pg 70
- d. Plan of Organization pg 74
- e. Local Appropriations Increase pg 84
- f. Government Shutdown pg 85
- g. Health Officer Performance Review Requested Closed Session pg 86 (continued on next page)

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.

- h. Place Health Officer Performance Review on File
- i. Health Officer Merit Pay
- 10. Public Comment
- 11. Commissioner Comments
- 12. Adjournment Next meeting: November 13, 2025

Upcoming Meeting Dates:

- November 3, 2025 @ 9:00 AM Finance Committee (Hoffmaster, Houtz, & Collins)
- November 5, 2025 @ 8:30 AM PPA Committee (Leininger, Stoll, & Shaffer)
- November 13, 2025 @ 9:00 AM Full Board Meeting
- December 1, 2025 @ 9:00 AM Finance Committee (Hoffmaster, Houtz, & Collins)
- December 3, 2025 @ 8:30 AM PPA Committee (Leininger, Stoll, & Shaffer)
- December 11, 2025 @ 9:00 AM Full Board Meeting
- January 16, 2026 @ 9:00 AM Finance Committee (Hoffmaster, Houtz, & Collins)
- January 21, 2026 @ 8:30 AM PPA Committee (Leininger, Stoll, & Shaffer)
- January 22, 2026 @ 9:00 AM Full Board Meeting

Board Education Schedule:

- February 27, 2025 Health Department Overview
- March 27, 2025 Open Meetings Act and Conflict of Interest (during the meeting)
- April 24, 2025 Audit Presentation (during the meeting)
- May 22, 2025 Finance
- September 25, 2025 KOHA
- November 13, 2025 to be determined



August 28, 2025 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chairman, Tim Stoll at 9:00 AM with the Pledge of Allegiance to the Flag of the United States. Roll call was completed as follows: Jared Hoffmaster, Brent Leininger, Jon Houtz, Tim Stoll, Rick Shaffer, and Kevin Collins. No members were absent.

Also present from BHSJ: Rebecca Burns, Karen Luparello, Theresa Fisher, Laura Sutter, Heidi Hazel, Joe Frazier, and Kris Dewey.

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

Mr. Leininger moved to approve the minutes from the July 24, 2025 meeting with support from Mr. Hoffmaster. The motion passed unopposed.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed the monthly Health Officer's Report with the following items included: Legislative Action Alert regarding MI House Budget, AAA IIIC, MERS Surplus Fund Updated Information, Staffing Update, Public Health Concerns, BHSJCHA Mobile Unit On the Road, Office Updates, and Health Officer Evaluation.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Hand, Foot, and Mouth Disease".

Departmental Reports:

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

Financial Reports/Expenditures

- o Mr. Hoffmaster moved to approve the expenditures for July with support from Mr. Collins. The motion passed unopposed.
- o Mr. Leininger moved to place the financials for July on file with support from Mr. Shaffer. The motion passed unopposed.

Committee Reports:

 Finance Committee – Mr. Hoffmaster moved to approve the minutes from the August 18, 2025 Board of Health Finance Committee meeting with support from Mr. Houtz. The motion passed unopposed. o Program, Policy, & Appeals Committee – Did not meet.

Unfinished Business:

o Mr. Hoffmaster moved to adopt the Defined Benefit Plan Funding Strategy, option 2, where the agency will make an annual contribution of \$580,000 from its yearly budget and the difference between the required contribution and the \$580,000 will be applied from the MERS Surplus Division. The motion received support from Mr. Houtz. A roll call vote was taken and the motion passed 5-1 (Mr. Hoffmaster, yes; Mr. Houtz, yes; Mr. Leininger, no; Mr. Collins, yes; Mr. Shaffer, yes; Mr. Stoll, yes).

New Business:

- o Mr. Shaffer moved to approve the FY25-26 AAA Provider allocations as presented, with support from Mr. Collins. The motion passed unopposed
- o Mr. Houtz moved to accept the RFP response from Maner Costerisan for audit services, with support from Mr. Hoffmaster. The motion passed.
- The upcoming renewal of the employer sponsored health care was discussed, but no action was taken.
- The Health Officer evaluation process was discussed. No action was taken. The evaluation will take place at the September meeting.

Public Comment: No public comments were given.

With no further business, Mr. Leininger moved to adjourn the meeting with support from Mr. Hoffmaster. The motion passed unopposed and the meeting was adjourned at 10:41 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 September 25, 2025 Prepared by: Rebecca A. Burns, M.P.H., R.S.

Agency Updates

2025 Michigan Department of Health & Human Services (MDHHS) Director's Award to Local Public Health: We were notified that we were chosen to receive the Director's Award (2nd Place) which will be presented at the Michigan Premiere Public Health Conference on October 28th. We were selected for leading Michigan's first regional initiative focused on reducing traffic crashes involving Amish horse-and-buggy users. I have attached the award letter to this report. I want to recognize Kris and her health education team of Josh Englehart and Isabella Stycos for their work on this project. Well done team!

MCDC (My Community Dental Centers): Also included in my report today is a thank you letter to the Board of Health from Dr. Deborah Brown, CEO of MCDC for the support of the fourth-year incentive payment for retention of the dentist at the Hillsdale location. Dr. Brown also provided patient statistics for the Hillsdale location since the reopening in 2022. MCDC provides meaningful impact in the Hillsdale community by providing care to many individuals that can't find a dentist that will accept their dental insurance or those that lack dental insurance.

Action Requested - Preparing for Budget Shutdown: As the October 1st date gets closer and the state continues without an approved budget for the 2026 fiscal year, I have been working with the Directors on a plan should there be a government shutdown. We are requesting a 2-week, business as usual, period, after much consideration as to the impact of a shutdown on our staff and clients. Agency staff have been kept informed of the plan that is presented today and several staff have expressed their gratitude for the information and transparency we are providing.

Medical Director Contract: Dr. Luparello's contract expires on September 30th and a new contract is presented today for your action. Dr. Luparello and I worked together on this contract and she has agreed to the terms. The new contract will begin on October 1st and will be in effect for fiscal year 2026.

Local Appropriations: In working with Theresa on FY26 budget and given the action taken at the August meeting to provide the agency to utilize the MERS surplus fund, the agency is not seeking an increase in local appropriations for FY26.

Public Employer Contributions to Medical Plan Benefits (PA 152): The agency is requesting Board of Health action to again utilize the "hard-cap" option for FY26.

Employer Sponsored Health Insurance: We have prepared options for your consideration at the meeting today.

Branch-Hillsdale-St. Joseph Community Health Agency Plan of Organization: The Plan of Organization is required by Part 24 of the Public Health Code and reviewed by MDHHS every 3-years

during our accreditation audit. The plan has 7 required sections; legal responsibilities and authority, LHD organization, mission, vision and values, local planning and collaboration initiatives, service delivery, reporting and evaluation, and Health Officer & Medical Director. This version has been updated to current and once approved by the Board of Health will be made available to MDHHS in advance of our accreditation visit in March.

Legislative Action Alert Regarding MI House Budget: We continue to be concerned about the House proposed budget that removed all categorical funding in the school aid budget and moved those funds into the per pupil rate. The Hearing & Vision and Kindergarten Oral Health screening programs that we provide to school children are both funded out of these categorical line items. We are hopeful for restoration of the categorical funds for these programs.

Staffing Update: We have no job openings at this time.

Public Health Concerns:

Arboviruses: Attached today is the updated arbovirus report for your information. At this point in the year the importance of protecting ourselves from mosquito bites cannot be overstated. Use repellent when outdoors, wear protective clothing (long sleeves and long pants), install or repair screens to prevent entry into the home, and remove sources where mosquitos lay eggs near you (standing water in pet bowls, flower pots, bird baths, etc.). Horses can be protected by vaccination; contact your veterinarian for information.

Seasonal Immunizations: We are just starting to receive our order of annual flu vaccine. Heidi's team is preparing for a vaccine clinic at the Burnside Center in Coldwater at the end of this month. CDC advice on vaccine administration is changing and creating concern in some individuals about their ability to receive some annual vaccines such as the one for COVID-19. Governor Whitmer signed an executive directive on September 17th, ensuring vaccines remain available to Michiganders, specifically instructing state agencies to identify and remove any barriers to accessing COVID-19 vaccines.

BHSJCHA Mobile Unit On the Road: We moved to a new location in Litchfield to park the mobile unit on September 18th. This location is very visible and so far, the staff is encouraged by the traffic they are receiving. In addition, our services in Litchfield have been published in the Homer Index and the news editor plans to continue to provide information to readers about the availability of our services in town.

Hillsdale Hospital continues to have a planned start date of Friday, September 26th for use of the mobile unit. They will be taking the unit to Camden and Waldron on alternating Fridays to provide clinical services and Medicaid enrollment support.

Coldwater Office: The countertop is being replaced in the clinic area on Friday, September 19th and the countertops in the restrooms are planned for Friday, September 26th. We were notified by Branch County on September 18th that the parking lot will be seal coated on Friday, September 19th.

Hillsdale Office: Work has started on the exterior of the building.

Sturgis: Nothing at this time.

Three Rivers Office: Nothing at this time.

Health Officer Evaluation: My evaluation is scheduled to be conducted at today's meeting. I am requesting that my evaluation be conducted in Closed Session in September.



STATE OF MICHIGAN

GRETCHEN WHITMER

DEPARTMENT OF HEALTH AND HUMAN SERVICES LANSING

ELIZABETH HERTEL
DIRECTOR

September 12, 2025

Rebecca Burns Branch-Hilldale-St. Joseph Community Health Agency Human Services Building Coldwater, MI 49036

Dear Health Officer Burns:

I am pleased to announce the Branch-Hilldale-St. Joseph Community Health Agency was chosen as the \$750.00 recipient of the 2025 Michigan Department of Health & Human Services (MDHHS) Director's Award to Local Public Health. You were selected for leading Michigan's first regional initiative focused on reducing traffic crashes involving Amish horse-and-buggy users.

You will receive a framed certificate along with your monetary award. The award and recognition item will be presented to you or your representative at Michigan's Premier Public Health Conference luncheon and awards ceremony on October 28, 2025, in Muskegon, Michigan, Marriott Muskegon Convention Center.

On behalf of Michigan residents and visitors, I want to express our sincere appreciation for your efforts that led to the development of targeted safety materials, a public awareness campaign, and cross-sector partnerships with law enforcement, road commissions, and the Michigan Department of Transportation. I am excited to recognize your outstanding contributions at the upcoming conference. Thank you for your participation in the MDHHS Director's Award process, and for your dedication to making a positive impact in our communities.

Sincerely,

Sarah Lyon-Callo, M.S., Ph. D.

and Low the

Senior Deputy Director/State Epidemiologist

Michigan Department of Health & Human Services

SLC:jw



September 17, 2025

Rebecca Burns, MPH, RS, Health Officer, and Board of Health Branch Hillsdale St. Joseph District Health Department 570 Marshall Road Coldwater, MI 49036

Dear Becky and Board of Health,

On behalf of My Community Dental Centers, I want to extend our sincere gratitude, to you Becky and your Board of Health, for your leadership and generous support in providing \$50,000 in funding for Year 4 of the dentist's retention incentive payment. This commitment has been invaluable in helping us not only recruit but—most importantly—retain our dentist in Hillsdale.

Your support has had a direct and meaningful impact on the community. Because of your financial contribution, residents of Hillsdale County and surrounding areas continue to have reliable access to essential dental care. This care plays a critical role in keeping people healthy and preventing avoidable health crises, while also reducing unnecessary Emergency Department visits related to dental issues.

Below is a summary of patient visit statistics since the reopening of the center:

• 2022 (Oct – Dec): 1,043

2023: 5,7712024: 7,112

• YTD Jan - August 2025: 5,616

Same day emergency visits to our Hillsdale dental center have increased from 304 in 2022 to 512 YTD August 2025. By accommodating same day emergency visits in addition to our regular schedule, keeps people out of the hospital emergency department. These statistics demonstrate the direct value of your investment and the positive impact on the health of our community.

We deeply value Becky's leadership and partnership in this effort and look forward to continuing to work together to improve health outcomes for the Branch, Hillsdale, St Joseph County residents.

With Gratitude,

Deborah Brown, DMD, MHA, FACHE

Chief Executive Officer

Folorah Brown

Arbovirus* Activity, Including West Nile Virus and Eastern Equine Encephalitis:

Weekly Summary, Michigan 2025

*Arboviruses are viruses transmitted by mosquitoes or other insects

197

Mosquito pools testing positive for arbovirus infection

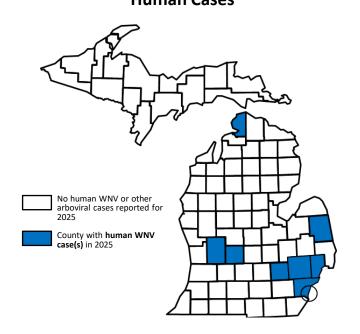
Animals testing positive for West Nile virus infection

Updated: September 12, 2025

Human cases of West Nile virus or other arboviruses reported

2025 Michigan Arbovirus Survei	llance
Total Number of Mosquito Pools Tested	4,847
Total Number of Mosquitoes Tested	75,266
WNV-Positive Mosquito Pools	184
JCV-Positive mosquito pools	13
Animal Arbovirus cases	52
EEE-positive horses	1
WNV-positive horses	1
WNV-positive birds	50
Human Arbovirus cases	17

Human Cases



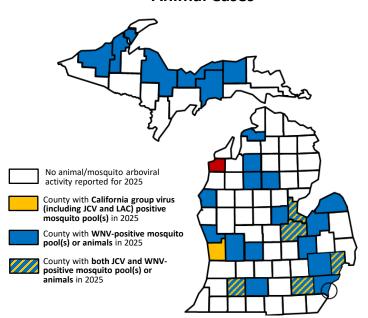
Michigan Department of Health & Human Services

Bureau of Infectious Disease Prevention

Highlights

- So far in 2025, 17 people from Emmet, Ionia, Kent (6), Livingston, Macomb (2), Oakland (2), Sanilac, and Wayne (3) counties have been sickened by West Nile virus (WNV).
- One horse from Benzie County has tested positive for Eastern Equine encephalitis (EEE) and one horse from Missaukee County has tested positive for WNV.
- Fifty birds from Alger, Bay (6), Calhoun, Charlevoix, Genesee (2), Houghton, Ionia (2), Kalkaska, Kent (2), Luce, Marquette, Mason, Muskegon, Oakland, Ontonagon, Roscommon, Saginaw (23), Schoolcraft, Tuscola, and Wayne counties and 184 mosquito pools from Bay (32), Huron (3), Kalamazoo (2), Kent (44), Macomb (2), Midland (32), Oakland (1), Saginaw (42), Tuscola (10), Washtenaw (4) and Wayne (12) counties have tested positive for WNV.
- Thirteen total mosquito pools from Bay (2), Kalamazoo (2), Macomb, Ottawa (2), Saginaw (5), and Washtenaw counties have tested positive for Jamestown Canyon virus (JCV).

Animal Cases



For more information



Preventing Mosquito Bites and Arboviruses:

Tips for Michigan Residents

The most effective way to avoid arboviruses is to prevent mosquito bites. Be aware of the West Nile virus and other arbovirus activity in your area and take action to protect yourself and your family.



Use Insect Repellent

Use Environmental Protection Agency (EPA)-registered insect repellents with one of the active ingredients below. When used as directed, EPA-registered insect repellents are proven safe and effective, even for pregnant and breastfeeding women.

- DEET
- Picaridin
- IR3535

- Oil of lemon eucalyptus (OLE) or para menthane-diol (PMD)
- 2-undecanone

Find the insect repellent that's right for you by using EPA's search tool



Tips for Babies & Children

- Always follow instructions when applying insect repellent to children.
- Do not use insect repellent on babies younger than 2 months old.
- Do not apply insect repellent onto a child's hands, eyes, mouth, and cut or irritated skin.
 - Adults: Spray insect repellent onto your hands and then apply to a child's face.
- Do not use products containing oil of lemon eucalyptus (OLE) or para-menthanediol (PMD) on children under 3 years old.



Take steps to control mosquitoes inside and outside your home

- Use screens on windows and doors. Repair holes in screens to keep mosquitoes outside.
- Once a week, eliminate potential breeding areas for mosquitoes. Check inside and outside your home. Mosquitoes lay eggs on or near water:
 - Discard old tires, tin cans, ceramic pots or other containers that can hold water
 - Repair failed septic systems
 - Drill holes in the bottom of recycling containers left outdoors
 - Keep grass cut short and shrubbery trimmed
 - Clean clogged roof gutters, particularly if leaves tend to plug up the drains
 - Frequently replace the water in pet bowls
 - Flush ornamental fountains and birdbaths periodically; aerate ornamental pools, or stock them with predatory fish.

For Up-to-Date Information Visit Michigan's Emerging Diseases Website www.michigan.gov/westnile

or the Centers for Disease Control and Prevention Website www.cdc.gov/westnile

MEDICAL DIRECTOR'S REPORT

September 2025

- 1. Watching numbers of communicable diseases.
- 2. Director and Administrator meetings, in person and zoom.
- 3. Meetings via zoom and teleconference with several associations.
- 4. Continuing treatment of multiple latent TB patients and several active TB patients.
- 5. Outreach TB work.
- 6. Continued FIT testing applications for staff reviewed.
- 7. Continued telephone conversations with area providers.
- 8. Opioid awareness conference October 2025.
- 9. Provider newsletter.

Human Immunodeficiency Virus (HIV)

- HIV is a virus that attacks the body's immune system.
- The only way to know if you have HIV is to get tested.
- There are many ways to prevent HIV, like using PrEP, PEP, condoms and never sharing needles.
- HIV treatment helps people live long, healthy lives and prevents HIV transmission.
- HIV (human immunodeficiency virus) is a virus that attacks the body's immune system. Without treatment, it can lead to AIDS (acquired immunodeficiency syndrome).
- There is currently no effective cure. Once people get HIV, they have it for life. But proper medical care can control the virus.
- People with HIV who get on and stay on effective HIV treatment can live long, healthy lives and protect their partners.
- Most people have flu-like symptoms within 2 to 4 weeks after infection. Symptoms may last for a few days or several weeks.
- Some people have no symptoms at all. The only way to know if you have HIV is to get tested. Recommended to be tested at least once in your lifetime.
- Stages

Estimated HIV infections in the US by transmission category, 2022





* Includes refections withhated to mile-is-male securi contact and report of agrees (see with expense) and milk factors].
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Overall Goal: Decrease the estimated number of new HIV infections to 9,300 by 2025 and 3,000 by 2030.



Black/African American people make up 38% of the diagnosis, 56% of diagnosis in age group 13 to 34, geographically, the South continues to account for 52% of all diagnoses.

More tools than ever are available to prevent HIV.











Personal Health and Disease Prevention: September 25th, 2025 Heidi Hazel, BSN, RN

Communicable Disease:

Data from our regional epi's.

Here is a link to the Seasonal Respiratory Viruses dashboard. <u>MDHHS Seasonal Respiratory Viruses</u> Dashboard.

Respiratory Illnesses: As of September 5th, the amount of people seeking care for respiratory illness is at a very low level nationally and in Michigan.

Measles: As of September 2nd, a total of 1,431 confirmed measles cases were reported across 42 jurisdictions.

There have been 27 confirmed measles cases in Michigan this year. The link to Measles updates can be found here: Measles Updates MDHHS.

Arbovirus Activity: 167 mosquito pools have tested positive (154 West Nile virus, 13 Jamestown Canyon virus) and 27 birds have tested positive for West Nile Virus.

There have been 13 human West Nile virus cases in Michigan (Emmet, Ionia, Kent (4), Livingston, Macomb (2), Oakland (2), Sanilac, and Wayne).

MDARD did confirm the first case of EEE (Eastern Equine Encephalitis) for 2025 in a horse from Benzie County.

Rabies: Rabies has been detected in 30 bats. One from Alcona, Allegan (2), Berrien, Genesee (3), Gratiot, Isabella (3), Kalamazoo (2), Macomb (2), Mason, Menominee, Montcalm, Oakland (2), Osceola, Ottawa (2), Sanilac (2), Shiawassee, Washtenaw, Wayne and Wexford (2) counties. Map of Rabies Positive Animals in Michigan

TB/LTBI: Cases that our nurses are following closely:

-Hillsdale: 1 LTBI

-Branch: 4 LTBI and 1 TB

-St. Joseph: 2 LTBI

Salmonella Outbreak: Related to home delivery meals made by Metabolic Meals. There have been 16 cases across 10 states, causing 7 hospitalizations.

A few of our nurses did attend the Infection prevention and HAI (Healthcare-associated infections) training. This was held at the Calhoun County Health Department. This training covered key infection prevention topics, including: Antimicrobial Stewardship, case investigations for Multi-Drug-Resistant Organisms, including Candida Auris and infection prevention resources for local health departments.

Immunizations/STD/HIV:

The 2024 annual STI updates for Michigan with data through July are now posted on line and can be found here: https://www.michigan.gov/mdhhs/keep-mi-healthy/chronicdiseases/hivsti/data-and-statistics

The overall trends for Michigan are:

Chlamydia - From 2015-2024, rates have decreased by 2.8%

Gonorrhea - From 2015-2020, rates increased by 117% followed by a 42% decrease from 2020-2024

Syphilis - From 2021-2024, rates decreased by 11.4%

Women, Infant, and Children (WIC):

Across all office locations, we have issued approximately \$14,700 in Produce Connection coupons.

We continue to advertise for our WIC Mobile Unit. We did move locations for our Litchfield Clinic. We are now on the corner of east St. Joe street and Jonesville street.

Children's Special Health Care Services (CSHCS), Hearing/Vision and KOHA:

CSHCS:

We successfully supported a family in securing funding for a MyoCycle Home Therapy Cycling System. This specialized equipment offers critical therapeutic benefits for a teenager living with scoliosis and ataxia, allowing for consistent at-home therapy that supports mobility, strength, and overall quality of life.

We have been actively engaged in ongoing advocacy and support during school and IEP (Individualized Education Program) meetings for a medically complex client. Our involvement helped initiate the child's transition into the school system, ensuring appropriate accommodations are in place. In addition, we guided the family through the process of applying for TEFRA (Tax Equity and Fiscal Responsibility Act) to help with the costs associated with their child's care.

HEARING/VISION

Right now, our primary focus is getting into the schools to complete hearing and vision screenings for Kindergarteners and Head Start students. This is due to upcoming state deadlines. Kindergarteners must be screened by November 1st, and Head Start students within 45 days of their first day of school.

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

*FYTD=Fiscal Year To Date		Aug-25				TD 2024-2	025 (Oct-Se	ept)	FYTD 2023-2024 (Oct-Sept)			
Confirmed & Probable Case Totals	BR	HD	SJ	Total	BR	HD	SJ	Total	BR	HD	SJ	Total
Animal Bite/Rabies potential exposure	-	4	2	6	6	39	10	55	7	41	8	56
Blastomycosis	-	-	-	-	-	-	-	-	-	-	-	-
Brucellosis	-	-	-	-	-	-	-	-	-	-	1	1
Campylobacter	-	1	4	5	9	9	13	31	7	9	6	22
Chicken Pox	-	-	-	-	-	-	-	-	-	4	-	4
Chlamydia	2	5	12	19	67	67	151	285	84	75	146	305
Coccidioidomycosis	-	-	-	-	-	-	-	-	-	-	-	-
CRE Carbapenem Resistant Enterobac.	-	-	-	-	-	-	-	-	2	2	1	5
Cryptosporidiosis	-	2	-	2	1	5	-	6	1	1	1	3
Giardiasis	1	3	-	4	2	3	1	6	1	3	2	6
Gonorrhea	2	1	2	5	9	13	47	69	18	27	35	80
H. Influenzae Disease - Inv.	-	-	-	-	1	1	2	4	2	1	-	3
Hepatitis B - Acute	-	-	-	-	-	-	2	2	2	1	1	4
Hepatitis B - Chronic	-	-	-	-	1	1	1	3	3	-	4	7
Hepatitis C - Acute	-	-	-	-	-	-	1	1	2	1	3	6
Hepatitis C - Chronic	1	-	-	1	2	5	9	16	5	6	8	19
Hepatitis C Unknown	-	-	-	-	1	-	-	1	-	1	-	1
Histoplasmosis	1	-	1	2	2	-	4	6	2	-	1	3
HIV/AIDS	-	-	-	-	1	-	-	1	1	-	3	4
Influenza	1	-	-	1	544	114	665	1,323	436	60	278	774
Kawasaki	-	-	-	-	-	-	-	-	-	-	-	-
Latent Tuberculosis	2	-	1	3	7	1	4	12	10	2	-	12
Legionellosis	-	-	-	-	7	1	5	13	-	-	2	2
Listeriosis	-	-	-	-	-	-	-	-	-	-	-	-
Lyme Disease	1	2	1	4	11	18	22	51	5	4	21	30
Measles	-	-	-	-	-	-	-	-	-	-	-	-
Menengitis - Aseptic	-	-	-	-	-	2	-	2	2	-	4	6
Menengitis - Bacterial	-	-	_	-	1	1	-	2	-	-	2	2
Meningococcal Disease	-	-	-	-	-	-	-	-	-	-	-	-
Mumps	-	-	-	-	-	-	-	-	-	-	-	-
Mycobacterium - Other	-	-	-	-	5	4	1	10	1	3	5	9
Norovirus	-	-	-	-	17	1	-	18	-	-	-	-
Novel Coronavirus	23	21	26	70	366	566	307	1,239	755	807	569	2,131
Pertussis	1	2	1	4	10	18	8	36	-	5	5	10
Salmonellosis	-	-	1	1	5	2	8	15	5	5	1	11
Shiga Toxin-prod. (STEC)	2	1	-	3	10	35	4	49	1	3	-	4
Shigellosis	-	-	_	-	-	-	1	1	-	-	-	_
Shingles	-	-	-	-	1	-	1	2	2	1	2	5
Staphylococcus Aureus Infect.	-	-	_	-	-	-	_	-	-	-	1	1
Strep Invasive Gp A	-	1	-	1	8	1	5	14	4	7	3	14
Strep Pneumonia Inv Ds.	-	-	_	-	1	4	2	7	6	7	8	21
Syphilis - Primary	-	-	-	-	1	-	11	12	2	2	-	4
Syphilis - Secondary	-	-	-	-	1	-	3	4	-	3	-	3
Syphilis To Be Determined	1	-	3	4	6	5	13	24	3	5	7	15
Trichinosis	-	-	-	-	-	1	-	1	-	-	-	-
Tuberculosis	-	-	-	-	-	2	-	2	-	-	2	2
Unusual Outbreak/Occurrence	_	_	_	_	_		1	1	_	_	1	1
VZ Infection, Unspecified	_	_	_	_	_	4	1	5	1	2	3	6
Yersinia Enteritis	_	1	_	1	-	2	2	4		1	3	4
				•				•			<u> </u>	•

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

	Aug-25				YTD 2024-2025					YTD 2023-2024					
	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total
CHILD IMMUNIZATIONS	,														
# Vaccines Given CHA	173	145	151	113	582	2,116	1,723	704	1,639	6,182	1,541	1,352	750	581	4,224
All VFC Doses Given	651	335		680	1,666	6,626	3,832		6,291	16,906	8,085	4,100		6,835	19,020
Waivers	38	86	35	67	226	152	193	78	181	604	184	176	37	146	543
ADULT IMMUNIZATION	S														
# Vaccines Given	36	7	-	110	153	535	170	135	257	1,097	884	197	66	213	1,360
All AVP Doses Given	25	2	-	102	129	998	387	14	688	2,087	381	163	-	65	609
COMMUNICABLE DISEA	.SE														
TB Tests Done	6	8		4	18	53	97	2	24	176	72	83	5	23	183
STD treatments	1	4	-	9	14	11	15	-	85	111	7	26	2	113	148
HIV Testing	-	5	-	7	12	3	22	-	84	109	5	13	1	85	104
ENROLLMENTS															
Medicaid & Michild	2	_		-	2	13	4	-	-	17	12	11	2	9	34
REFERRAL SERVICE												•			
MCDC Referrals	2	10	32	39	83	43	57	149	225	474	67	94	112	153	426
MIHP referrals	1	_	37	58	96	4	-	368	463	835	8	1	333	364	706
Hearing Screens															
Pre-school	-	-	-	_	-	623	236	-	473	1,332	549	136	-	645	1,330
School Age	213	266	-	138	617	1,196	1,128	619	1,404	4,347	1,266	1,051	-	1,913	4,230
Vision Screens	'														
Pre-school	-	-	_		_	657	217	_	310	1,184	654	82	_	654	1,390
School Age	165	352	_	233	750	2,243	1,951	_	3,330	7,524	3,377	2,260	_	4,740	10,377
		I				_,]	.,		-,0	-,	-,	_,_ 0	l	.,0	,
Children's Special Health Car	e Service	s 								4.					
Diagnostics	-	-	-	-	-	8	3	-	-	11	21	8	-	-	29
Assessments-Renewal	18	27	-	20	65	213	248	-	305	766	192	219	-	295	706
Assessments-New	11	5	-	2	18 4,431	43	84	-	58	185 43,947	60	79	-	42	181 45,600

43,947 45,600 - (157) -

96.1%

96.2%

LA #: 12

96.5%

Name: Branch-Hillsdale-St. Joseph Community Health

96.3%

96.1%

State Participation/Enrollment Ratio [2]: Curr Year **Mar-25** May-25 Jun-25 Jul-25 P/E Ratio Apr-25 (last 12 months)

96.4%

Months	Enrollment [3]	Initial Participation [4]	Closeout Participation [5]	% Change in Particiption [6]	Participation/ Enrollment Ratio[2]
Oct / 2023	4,263	3,999	4,039		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	3,989	1.48%	91.88%
Feb / 2024	4,269	3,953	3,997	0.20%	92.60%
Mar / 2024	4,271	3,941	3,997	0.00%	92.27%
Apr / 2024	4,305	3,984	4,024	0.68%	92.54%
May / 2024	4,316	3,959	3,992	-0.80%	91.73%
Jun / 2024	4,333	3,929	4,006	0.35%	90.68%
Jul / 2024	4,390	4,029	4,075	1.72%	91.78%
Aug / 2024	4,412	4,054	4,096	0.52%	91.89%
Sep / 2024	4,389	4,067	4,110	0.34%	92.66%
Oct / 2024	4,449	4,160	4,195	2.07%	93.50%
Nov / 2024	4,450	4,161	4,211	0.38%	93.51%
Dec / 2024	4,441	4,138	4,191	-0.47%	93.18%
Jan / 2025	4,461	4,153	4,198	0.17%	93.10%
Feb / 2025	4,373	4,079	4,127	-1.69%	93.28%
Mar / 2025	4,326	4,060	4,106	-0.51%	93.85%
Apr / 2025	4,332	4,099	4,122	0.39%	94.62%
May / 2025	4,304	4,015	4,062	-1.46%	93.29%
Jun / 2025	4,278	4,012	4,044	-0.44%	93.78%
Jul / 2025	4,277	4,073	4,091	1.16%	95.23%
Aug / 2025	4,245	4,027	(est[7]) 4,148		94.86%
Sep / 2025	0	0	(est[7]) 4,062		
Total (Year to date)	47,936	44,977	41,347		
Curr Year Avg	4,358	4,089	4,135	1096.28%	92.98%
Months with Count	11	11	10	10	11
Average to Base %[8]		105.6%	106.81%		
Last yrs Base % [9]		106.7%	108.12%		
Last yrs Average	4,305	3,969	4,022		92.20%

Estimated average participation for current year to date:

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

4,130 **Funding Allocation Information** 4,135 Total Funding Allocation: \$908,156

Assigned Funding Participation Count [11]:

Current Yr Base: 3,871 Previous Yr Base:

3,720

- [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.

Date Generated: 09/15/2025

SEPTEMBER 2025

HEALTH EDUCATION & PROMOTION BOARD OF HEALTH REPORT

Included in This Month's Report:

- 1. HEP Update
- 2. Community Health Worker (CHW) Update
- 3. Community Events
- 4. Car Seat Program
- 5. Social Media Update

1. Health Education & Promotion Department Update:

The Lock It Up Campaign for 2025 is completed and the reports files with the State of Michigan. We distributed 2,175 safe storage bags through our community partners. Facebook posts reached roughly 64,000 people, generated 595,000 different views and 3000-page engagements. Spotify reached roughly 12,000 people. Audio Go reached roughly 30,000 listeners. YouTube videos have generated over 1000 views. Topics this year included Marijuana and Pregnancy, Driving Under the Influence of Marijuana, and Marijuana and Mental Health.

The 2024-2025 Office of Highway Safety Planning grant is wrapping up. We are on target with our activities. We continue meeting with the Bishops in the three counties. We attended the Hillsdale County Board of Commissioner's meeting on September 9th. We were notified that our 2025-2026 application was awarded and we will continue our work into next year.

The Elephant in the Room: A Community Conversation event planned for October 16, 2025 at the Searle Center is in the final planning stages. We have been approved for continuing education credits for Medical Providers, Education/Teachers, Law Enforcement, and Substance Use Professionals. The <u>registration link</u> is active and we have 34 individuals registered as of 9/18. The program is open to the entire community, including those who work in Hillsdale county.

There were 7 media stories in August that mentioned the agency. We coordinated a direct mail piece to promote the Mobile WIC clinics in Hillsdale County.

2. Community Health Worker Program:

We welcome Rachel Baker as our part time Community Health Worker. Rachel comes to us with a background in law enforcement administration, most recently with the St. Joseph County Sheriff's office. Rachel is currently working toward her certification. We plan to have her serving Covered Bridge Healthcare beginning sometime in January. The program held 41 appointments in August. The program continues to receive referrals from multiple agencies across the jurisdiction.

The greatest needs requested were assistance with financial insecurity, homelessness, insurance options, Lifeline applications, and assistance with home repairs.

3. Community Events:

We have supported, participated, or will be participating in the following events:

Date	Event
8/3	Walk. Fight. Recover – Hillsdale County
8/4	Meeting with Representative Carra
8/11	King's Kupboard – Hillsdale County

SEPTEMBER 2025

HEALTH EDUCATION & PROMOTION BOARD OF HEALTH REPORT

8/13	Meeting with Senator Lindsey
8/16	Great Start Collaborative Backpack Event – Branch County
8/16	Head Start Event – St. Joseph County
8/16	Loaves and Fishes – Hillsdale County
8/18	Meeting with Representative Wortz's office
8/20	Meeting with Senator Bellino
8/22	Friendship Friday – St. Joseph County
8/23	Breastfeeding Awareness Month Event- Branch County
8/25	Coach Eby Center – Branch County
9/10	Literacy Pop-Up – Hillsdale County
9/12	Friendship Fridays – St. Joseph County
9/16	Fresh Food Distribution with Great Start Collaborative – Hillsdale County
9/22	Coach Eby Center – Branch County
9/27	Community Baby Shower – Branch County
10/3	Project Connect – St. Joseph County
10/16	Elephant in the Room: A Community Conversation on Substance Use – Hillsdale County

Social Media Update

Social Media continues to spread our message to the community. In July we covered the following topics:

- Breastfeeding Awareness Month
- Hillsdale Opioid Event promotion/preregistration
- Safe Sleep Social Media Toolkit
- Back to School clinics
- WIC Monthly Social Media Toolkit
- Food permit social media graphic/information
- MDHHS Safe Sleep Toolkit
- Vector prevention tips
- Heat safety tips
- WIC mobile clinics
- Share the road social media graphic/horsepower video
- KOHA program
- MI Family Connections Newsletter
- Take Control supplies

- Medicaid Navigation Assistance
- Hepatitis B vaccine education
- Algal Bloom education
- Lock it up bag locations (promotion ended 8/16)
- Swim related illness safety tips
- 8/31- Overdose Awareness Day (shared Narcan resources/SUD task force posts)

Recalls:

<u>Dollar General Announces Voluntary Recall of Clover</u>

<u>Valley® Instant Coffee Due to Potential Presence of Glass</u>

FDA

<u>Doehler Dry Ingredient Solutions, LLC Recalls Member's</u>

<u>Mark Freeze Dried Fruit Variety Pack for Listeria</u>

<u>monocytogenes Contamination | FDA</u>

HEALTH EDUCATION & PROMOTION BOARD OF HEALTH REPORT

	Soci	al Media D	ata (As o	f Septembe	r 1st, 2025)
	# 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.)	Video (# and Topic)	Agency Mentions in Local Media (radio stations, local newspaper/di gital articles, etc.)	Boosted Activities (# and Topic)
August	4,420	2,800 (Down 90.5% from July due ads/boosting ending)	33,000 (Down 9.9% from July due to ads/ boosting ending)	Videos shared (4): OHSP- Share the Road, THC and Pregancy, KOHA video, Vector video	7	2- Safe Storage bag locations, THC/Pregnancy
TOTAL TO DATE (Since 10/1/2022)	12 NEW followers since last report	18,483	904,164	46	460	33

Branch-Hillsdale-St. Joseph Community Health Agency Environmental Public Health Services Report for the September 25, 2025 Board of Health Meeting Prepared by Joseph Frazier R.E.H.S., Director of Environmental Health

Food Program Updates

Food inspection staff remain busy with their regular inspection schedules, along with the added demands of fall festival season. Staff continue to work with non-profit groups and the public to help ensure that seasonal favorites are served as safely as possible. In addition, our Food and Health Promotions teams have been collaborating on a "Safe Tailgating Tips" video, which will be completed next week. The goal is to provide the public with helpful advice as they enjoy supporting their favorite fall sports teams.

Across the Tri-County area, several local food facilities have had changes in ownership:

- Wendy's #4405 Hillsdale County
- Dairy Queen Branch County
- Viking Café St. Joseph County
- Wendy's Properties St. Joseph County
- Roots Prairie Lake Tavern St. Joseph County

Wells, Septic, Pools, Vector, and Campgrounds

We are excited to share that Environmental Health programs have officially gone paperless. Staff are adapting well, and Kyle and I continue to seek feedback regularly to address any challenges that arise during the transition.

On September 30, we will meet with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to complete the second half of the private and Type III water supplies program audit. We are confident the audit will demonstrate compliance in all areas, and we look forward to receiving recommendations on how to further strengthen these programs.

EH Service Statistics Report

BRANCH - HILLSDALE - ST. JOSEPH COMMUNITY HEALTH AGENCY

ENVIRONMENTAL HEALTH SERVICE REPORT 2024/2025

LIVINORMENTAL HEALTH SERVICE REPORT		202-	+/202	3								
		AUG	GUST	Г	١	/TD 20	24/202	25	•	YTD 20	23/202	24
	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL
WELL/SEWAGE SYSTEM EVAL.	_	1	_	1	2	7	27	36	1	1	7	9
CHANGE OF USE EVALUATIONS - FIELD	4	9	8	21	26	72	57	155	33	59	60	152
CHANGE OF USE EVALUATIONS - OFFICE	11	1	7	19	65	27	77	169	61	15	86	162
ON-SITE SEWAGE DISPOSAL												
PERMITS NEW CONSTRUCTION	5	14	7	26	67	88	92	247	59	66	91	216
REPAIR/REPLACEMENT	8	12	15	35	56	64	98	218	69	56	108	233
VACANT LAND EVALUATION	1	1	1	3	12	19	10	41	14	21	9	44
PERMITS DENIED	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	14	27	23	64	135	171	200	506	144	139	208	493
SEWAGE PERMITS INSPECTED	17	13	16	46	87	97	145	329	100	117	124	341
WELL PERMITS ISSUED	19	19	15	53	155	143	183	481	133	115	194	442
WELL PERMITS INSPECTED	26	11	13	50	142	104	176	422	122	137	173	432
FOOD SERVICE INSPECTION												
PERMANENT	31	17	21	69	248	241	356	845	247	245	332	824
NEW OWNER / NEW ESTABLISHMENT	-	-	3	3	9	6	21	36	9	16	31	56
FOLLOW-UP INSPECTION	1	-	-	1	3	6	10	19	15	8	10	33
TEMPORARY	22	9	16	47	62	28	70	160	73	37	78	188
MOBILE, STFU	2	4	5	11	29	35	85	36	34	29	72	40
PLAN REVIEW APPLICATIONS FOOD RELATED COMPLAINTS	1	2	2 1	5 1	12 10	7	11 7	21 17	10 6	3 6	14 10	23 22
FOOD RELATED COMPLAINTS FOODBORNE ILLNESS INVESTIGATED	1	-	-	1	3	- 1	5	9	4	4	10	9
FOOD CLASSES												
MANAGEMENT CERTIFICATION CLASS	_	_	_		_	_	_	10	_	_	_	22
CAMPGROUND INSPECTION	5	4	2	11	32	10	19	61	26	11	18	55
NON-COMM WATER SUPPLY INSP.	2	1	5	8	17	19	32	68	26	23	28	77
SWIMMING POOL INSPECTION	-	-	3	3	21	15	20	56	9	16	8	33
PROPOSED SUBDIVISION REVIEW	-	-	-	-	-	-	-	-	-	-	-	-
SEPTIC TANK CLEANER	-	-	-	-	12	6	19	37	11	11	25	47
DHS LICENSED FACILITY INSP.	1	2	3	6	13	22	31	66	15	18	23	56
COMPLAINT INVESTIGATIONS	5	8	2	15	31	49	20	100	6	34	16	56
LONG TERM MONITORING	-	-	-	-	-	-	22	22	9	15	-	24
BODY ART FACILITY INSPECTIONS	1	-	2	3	5	5	12	22	6	3	8	17



570 Marshall Road Coldwater, MI 49036 (517) 279 - 9561ext. 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: 08/01/2025 - 08/31/2025

County	Inspection Type / Reason	Count
Branch Coun	ty	
Food Safety		
	Foodborne Illness Complaint - Initial	1
	Pre-Opening - Pre-Opening	1
	Risk Based Inspection - Follow-up	1
	Risk Based Inspection - Routine	31
	STFU Inspection - Routine	1
	STFU Pre-Opening - Pre-Opening	1
	Temporary Food Inspection - Routine	22
	Total # of Food Safety inspections - Branch County	58
Hillsdale Cou	nty	
Food Safety		
	Consultation - Change of Owner	1
	Non Foodborne Illness Complaint - Initial	1
	Pre-Opening - Pre-Opening	1
	Progress Note - New Inspection Reason	2
	Risk Based Inspection - Routine	17
	STFU Inspection - Routine	4
	Temporary Food Inspection - Routine	9
	Total # of Food Safety inspections - Hillsdale County	35

St. Joseph County

Food Safety

Inspection Type Count By County For Date Range: 08/01/2025 - 08/31/2025

County	Inspection Type / Reason	Count	
	Non Foodborne Illness Complaint - Initial	1	
	Pre-Opening - Pre-Opening	3	
	Risk Based Inspection - Routine	21	
	STFU Inspection - Routine	3	
	STFU Pre-Opening - Pre-Opening	2	
	Temporary Food Inspection - Routine	16	
	Total # of Food Safety inspections - St. Joseph County	46	
	Total # of inspections - All counties	<u>139</u>	



570 Marshall Road Coldwater, MI 49036 (517) 279 - 9561ext. 106 20 Care Drive Hillsdale, MI 49242 (517) 437 - 7395 ext. 331 1110 Hill Street Three Rivers, MI 49093 (269) 273 - 2161 ext. 233

Food Establishment Inspection Report by Facility Name

For Date Range: 08/01/2025 - 08/31/2025 and Food Program

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
ADDISON GUN CLUB	SOMERSET TWP	08/22/2025	Progress Note - New Inspection Reason	0	0	0	0
Allen Township Fire Department	Allen	08/25/2025	Temporary Food Inspection - Routine	0	0	0	0
Almond King VHF Inc	Allegan	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
AMERICAN LEGION POST 360	READING	08/26/2025	Risk Based Inspection - Routine	0	0	0	0
APPLEBEE'S # 8393	COLDWATER	08/13/2025	Risk Based Inspection - Routine	0	0	0	0
ARBY'S	COLDWATER	08/15/2025	Risk Based Inspection - Routine	0	0	0	0
Barnyard Eats	Sherwood	08/23/2025	STFU Inspection - Routine	0	0	0	1
Ben's Soft Pretzel	Three Rivers	08/11/2025	Temporary Food Inspection - Routine	0	0	0	0
Ben's Soft Pretzels trailer	Shipshawana	08/06/2025	STFU Pre-Opening - Pre-Opening	0	0	0	0
Ben's Soft Pretzels trailer	Shipshawana	08/15/2025	STFU Inspection - Routine	0	0	0	0
BEST WESTERN PLUS	Coldwater	08/20/2025	Risk Based Inspection - Routine	1	0	1	0
Big Daddyz Eats	Coldwater	08/15/2025	STFU Pre-Opening - Pre-Opening	0	0	0	1
Big Pines Brewing	Hillsdale	08/22/2025	Risk Based Inspection - Routine	0	0	0	0
Biggby Coffee	Three Rivers	08/19/2025	Risk Based Inspection - Routine	0	0	0	1

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
Biggby Coffee #254	Coldwater	08/25/2025	Temporary Food Inspection - Routine	0	0	0	0
Biggby Coffee #494	White Pigeon	08/25/2025	Risk Based Inspection - Routine	0	0	0	0
BILL'S STEAKHOUSE	Bronson	08/21/2025	Risk Based Inspection - Routine	0	0	0	0
Boy Scout Troop 433	Coldwater	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
Boy Scout Troop 469	Coldwater	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
Branch County 4-H Leaders Council	Coldwater	08/11/2025	Temporary Food Inspection - Routine	0	0	0	0
Branch County Coalition Against Domestic Violence	Coldwater	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
Branch County Coalition Against Domestic Violence	Coldwater	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
BRONSON DISTRICT - Chicago St School	BRONSON	08/26/2025	Risk Based Inspection - Routine	0	0	0	0
Bronson Kiwanis Club	Bronson	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
BRONSON KNIGHTS OF COLUMBUS #2924	BRONSON	08/19/2025	Risk Based Inspection - Routine	1	0	1	0
BUFFALO WILD WINGS	COLDWATER	08/15/2025	Risk Based Inspection - Routine	1	0	1	2
Burger King #1419	Hillsdale	08/07/2025	Risk Based Inspection - Routine	0	0	0	1
Burnside Senior Center	Coldwater	08/28/2025	Risk Based Inspection - Routine	0	0	0	0
BURR OAK GRANGE #1350	Burr Oak	08/21/2025	Risk Based Inspection - Routine	0	0	0	1
C & L Concessions LLC	Mendon	08/15/2025	Temporary Food Inspection - Routine	0	0	0	0
Carolina Bob's BBQ & Corn	Fort Wayne	08/07/2025	Temporary Food Inspection - Routine	0	0	0	0
Centreville United Methodist Church	Centreville	08/27/2025	Risk Based Inspection - Routine	1	0	1	0
CHECKER RECORDS	HILLSDALE	08/18/2025	Risk Based Inspection - Routine	0	0	0	0
CHICAGO STREET PUB INC.	COLDWATER	08/28/2025	Risk Based Inspection - Routine	0	0	0	0
Chilly Willy's Italian Ice	Hamilton	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
China 1	Coldwater	08/14/2025	Risk Based Inspection - Routine	2	0	2	2
China 1	Coldwater	08/27/2025	Risk Based Inspection - Follow-up	0	0	0	0
CHINA 1	COLDWATER	08/12/2025	Risk Based Inspection - Routine	2	0	2	2
Coach Eby Youth & family Center	COLDWATER	08/15/2025	Risk Based Inspection - Routine	0	0	0	0
COLDWATER CINEMAS	COLDWATER	08/28/2025	Risk Based Inspection - Routine	0	1	1	0
Culver's of Three Rivers	Three Rivers	08/11/2025	Risk Based Inspection - Routine	0	0	0	0

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
Dairy Queen	Quincy	08/12/2025	Pre-Opening - Pre-Opening	0	0	0	0
Drop It Like Its Tot	Huntertown	08/15/2025	Temporary Food Inspection - Routine	0	0	0	0
El Sabor Latino	Coldwater	08/07/2025	Temporary Food Inspection - Routine	0	0	0	0
EL TACO LOCO II	Coldwater	08/26/2025	Risk Based Inspection - Routine	1	1	2	1
ELKS LODGE	COLDWATER	08/14/2025	Risk Based Inspection - Routine	0	0	0	0
EMMANUEL GLOBAL METHODIST CHURCH	UNION CITY	08/18/2025	Risk Based Inspection - Routine	0	0	0	0
Fair Boosters Volunteers Club Eat Stand	Coldwater	08/04/2025	Risk Based Inspection - Routine	0	0	0	0
Farrand Hall Bakery	Colon	08/01/2025	Risk Based Inspection - Routine	0	0	0	0
FIRST CONGREGATIONAL CHURCH	UNION CITY	08/18/2025	Risk Based Inspection - Routine	0	0	0	0
FIRST CONGREGATIONAL CHURCH BRONSON	BRONSON	08/26/2025	Risk Based Inspection - Routine	0	0	0	0
First Congregational Church of Pittsford	Pittsford	08/22/2025	Temporary Food Inspection - Routine	0	0	0	0
FIRST UNITED METHODIST CHURCH	HILLSDALE	08/01/2025	Risk Based Inspection - Routine	0	0	0	0
FIRST UNITED METHODIST CHURCH OF BRONSON	BRONSON	08/27/2025	Risk Based Inspection - Routine	0	0	0	0
Fiske Concessions - Cheese Curds	Brooksville	08/07/2025	Temporary Food Inspection - Routine	0	0	0	0
Fiske Concessions - French Fries	Brooksville	08/07/2025	Temporary Food Inspection - Routine	0	0	0	0
Fiske Concessions - Fries #2	Brooksville	08/06/2025	Temporary Food Inspection - Routine	0	0	0	0
Fiske Concessions - Lemonade	Brookesville	08/11/2025	Temporary Food Inspection - Routine	0	0	0	0
Fiske Concessions - Lemonade #2	Brookesville	08/06/2025	Temporary Food Inspection - Routine	0	0	0	0
Hillsdale County Historical Society	Hillsdale	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
Hillsdale Dairy Queen	Hillsdale	08/11/2025	Risk Based Inspection - Routine	0	0	0	0
HILLSDALE FILLING STATION DELI	Hillsdale	08/27/2025	Risk Based Inspection - Routine	1	0	1	0
HILLSDALE GOLF & COUNTRY CLUB	Hillsdale	08/07/2025	Non Foodborne Illness Complaint - Initial	0	1	0	0
Hillsdale Lunchbox	Hillsdale	08/29/2025	Risk Based Inspection - Routine	0	0	0	0
HILLSDALE TWP FIRE DEPT	HILLSDALE	08/25/2025	Risk Based Inspection - Routine	0	0	0	0
Hoosier Mama Food Truck		08/15/2025	Temporary Food Inspection - Routine	0	0	0	0

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
IILLY BEANS	Hillsdale	08/18/2025	Risk Based Inspection - Routine	1	0	1	0
Just Dranks LLC	Hillsdale	08/25/2025	STFU Inspection - Routine	0	0	0	0
Katie's Ice Cream	Myakka City	08/04/2025	STFU Inspection - Routine	0	0	0	0
KLINES RESORT (Food)	Three Rivers	08/01/2025	Risk Based Inspection - Routine	0	0	0	0
La Michoacana Ice Cream	Sturgis	08/18/2025	Risk Based Inspection - Routine	0	0	0	1
La Palma	Sturgis	08/13/2025	Risk Based Inspection - Routine	1	1	1	2
Lawless's BBQ, LLC	Jonesville	08/19/2025	STFU Inspection - Routine	0	0	0	0
Litchfield Rotary	Litchfield	08/15/2025	Temporary Food Inspection - Routine	0	0	0	0
Little Caesars - Sturgis	Sturgis	08/18/2025	Risk Based Inspection - Routine	0	1	0	2
Little Caesars - Three Rivers	Three Rivers	08/20/2025	Risk Based Inspection - Routine	0	0	0	2
Little Red Barn	Bronson	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
Los Tequilas	Coldwater	08/04/2025	Risk Based Inspection - Routine	1	0	1	1
M&S BBQ US 12 Yard Sales @ Restoration Church	Constantine	08/08/2025	Temporary Food Inspection - Routine	0	0	0	0
MAIN STREET PIZZA	JONESVILLE	08/27/2025	Risk Based Inspection - Routine	0	1	0	2
MAMMA MIA'S PIZZA	Burr Oak	08/21/2025	Risk Based Inspection - Routine	0	0	0	2
MARIA'S	Sturgis	08/18/2025	Risk Based Inspection - Routine	0	1	1	1
MCDONALDS OF BRONSON	BRONSON	08/20/2025	Risk Based Inspection - Routine	0	0	0	1
AcDonald's of White Pigeon	White Pigeon	08/25/2025	Risk Based Inspection - Routine	0	0	0	1
MCDONALD'S-HILLSDALE	Hillsdale	08/28/2025	Progress Note - New Inspection Reason	0	0	0	0
MCDONALD'S-JONESVILLE	Jonesville	08/14/2025	Risk Based Inspection - Routine	0	0	0	1
Mendon Fire Department	Mendon	08/15/2025	Temporary Food Inspection - Routine	0	0	0	0
Mendon High School	Mendon	08/18/2025	Temporary Food Inspection - Routine	0	0	0	0
Mendon Masonic Lodge	Mendon	08/15/2025	Temporary Food Inspection - Routine	0	0	0	0
MR GYROS	COLDWATER	08/28/2025	Risk Based Inspection - Routine	0	0	0	0
MR. B'S DAIRY BAR	THREE RIVERS	3 08/19/2025	Risk Based Inspection - Routine	1	0	0	3
North Reading Baptist Church	Reading	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
OUR SAVIOR LUTHERAN CHURCH	UNION CITY	08/18/2025	Risk Based Inspection - Routine	0	0	0	0

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
Pam's Sugar Shack	Mendon	08/27/2025	Risk Based Inspection - Routine	0	0	0	0
PAPA MUNCHIES	Bronson	08/25/2025	Risk Based Inspection - Routine	0	0	0	0
Peg's Lemonade - Branch County Fair Temp Food	Coldwater	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
Peg's Lemonade - Branch County Fair Temp Food	Coldwater	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
PROMEDICA - COLDWATER REGIONAL HOSPITAL	COLDWATER	08/27/2025	Foodborne Illness Complaint - Initial	0	0	0	0
Quality Inn & Suites	Coldwater	08/20/2025	Risk Based Inspection - Routine	0	0	0	2
READING PIZZA BARN	READING	08/26/2025	Risk Based Inspection - Routine	0	0	0	0
Roots Prairie Lake Tavern LLC		08/08/2025	Pre-Opening - Pre-Opening	0	0	0	0
ROUGH DRAFT	HILLSDALE	08/29/2025	Risk Based Inspection - Routine	0	0	0	0
Salem Church	Waldron	08/07/2025	Risk Based Inspection - Routine	0	0	0	0
Sattlers Concessions	Bonita Springs	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
Sattlers Concessions	Bonita Springs	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
Sauganash Country Club LLC	THREE RIVERS	3 08/28/2025	Risk Based Inspection - Routine	1	0	1	1
Shawarma Station	Coldwater	08/14/2025	Risk Based Inspection - Routine	0	1	1	2
Smokin Aint EZ BBQ	Three Rivers	08/08/2025	Temporary Food Inspection - Routine	0	0	0	0
SOZO Church	Montpeller	08/21/2025	Temporary Food Inspection - Routine	0	0	0	0
Spangler's Stockyard Restaurant	Hillsdale	08/04/2025	Risk Based Inspection - Routine	2	0	2	0
Sparkle	Colon	08/01/2025	Temporary Food Inspection - Routine	0	0	0	0
Sparrow Goods	Jackson	08/13/2025	Temporary Food Inspection - Routine	0	0	0	0
SPECIAL ED'S DONUTS	Somerset Center	08/28/2025	STFU Inspection - Routine	0	0	0	0
St Joseph County COA @ Kline's Resort	Three Rivers	08/01/2025	Risk Based Inspection - Routine	0	0	0	0
St. John's Lutheran Church	Burr Oak	08/21/2025	Risk Based Inspection - Routine	0	0	0	0
STURGIS MIDDLE SCHOOL	STURGIS	08/13/2025	Non Foodborne Illness Complaint - Initial	0	1	0	0
SUBWAY # 19719	COLDWATER	08/20/2025	Risk Based Inspection - Routine	1	0	1	1
Sweet Elizas Baking Co.		08/07/2025	Temporary Food Inspection - Routine	0	0	0	0

Name	Location	Date	Inspection Type/Reason	# of P	# of Pf	CDI	# of C
Гаqueria El Texano LLC	Camden	08/20/2025	Consultation - Change of Owner	1	0	1	1
Гаqueria El Texano LLC	Three Rivers	08/27/2025	Risk Based Inspection - Routine	1	0	1	0
Tasteful Kreations	Bronson	08/21/2025	Risk Based Inspection - Routine	1	0	1	0
TASTY TWIST	COLDWATER	08/26/2025	Risk Based Inspection - Routine	1	0	1	0
he Fizzy Fix	Sturgis	08/28/2025	STFU Pre-Opening - Pre-Opening	0	0	0	0
he Pretzel Wagon 2	Constantine	08/04/2025	STFU Inspection - Routine	0	0	0	0
his N That Concessions	Pioneer	08/06/2025	Temporary Food Inspection - Routine	0	0	0	0
hree Rivers Health (Food)	Three Rivers	08/20/2025	Risk Based Inspection - Routine	0	0	0	2
hree Rivers Promise	Three Rivers	08/18/2025	Temporary Food Inspection - Routine	0	0	0	0
imber's Eats & Treats	Hillsdale	08/15/2025	STFU Inspection - Routine	0	0	0	1
rainwreck Grill & Ale	Coldwater	08/28/2025	Risk Based Inspection - Routine	0	1	1	1
nited Way @ Oaklawn	Sturgis	08/11/2025	Temporary Food Inspection - Routine	0	0	0	0
ander Farmers	Sturgis	08/18/2025	Temporary Food Inspection - Routine	0	0	0	0
el's	Three Rivers	08/08/2025	Temporary Food Inspection - Routine	0	0	0	0
el's	Three Rivers	08/21/2025	Temporary Food Inspection - Routine	0	0	0	0
iking Cafe	Centreville	08/21/2025	Pre-Opening - Pre-Opening	0	0	0	0
Vendy's #4405	Hillsdale	08/25/2025	Pre-Opening - Pre-Opening	0	0	0	0
Vendy's Properties LLC	Three Rivers	08/22/2025	Pre-Opening - Pre-Opening	0	0	0	0
White Oaks Golf Club	Hillsdale	08/22/2025	Risk Based Inspection - Routine	0	0	0	0
Vright-Waldron Fire & Ambulance	Waldron	09/02/2025	Temporary Food Inspection - Routine	0	0	0	0
'aga Michigan	Hillsdale	08/04/2025	Temporary Food Inspection - Routine	0	0	0	0
				22	10	26	42

Food Inspection Codes

P-This indicates a priority violation which is a violation that 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 a foodborne 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 that usually relates to general sanitation, operation controls and maintenance of facilities and equipment. Not cleaning floors is an example of a core violation.

CDI- This indicates a violation was observed during the inspection and was brought to the attention of the person in charge. At that time, the violation was corrected while the inspector was present at the facility.



September 25, 2025

Director's Report

Updates:

Services to Victims of Elder Abuse Program Updates

- The team continues to advocate for vulnerable adult victims of abuse, neglect and/or exploitation. The number of open cases in each county and their intensity has not diminished. IDT meetings continue with case review, collaboration, and resource sharing.
- We've exceeded 100 victims/survivors served! As I write this report, our team has served 104 individuals this year has been our busiest since the start of the grant in 2018.
- Victim Specialists will be attending the Michigan Elder Justice Conference in Spring Lake to learn and network with colleagues and other professionals from across the state.

MIOptions Updates

- We are gearing up to submit end of the year programmatic & fiscal reporting... Just as we prepare ourselves for Open Enrollment (Oct. 15 – Dec. 7). Both of our COA SHIP sites are ready as well!
- Staff is also preparing for multiple outreach events in the planning and service area, most notably St. Joseph County's Project Connect on October 3rd. Outreach Specialists hope to connect with individuals who would like information about long term supports and services and/or Medicare Counseling services.
- Though we have not technically received our FY2026 contract from the lead agency in our multi-region project, CareWell Services, we've prepared budgets and have discussed implementation for continuation. We expect it will arrive very soon.

Other Highlights:

- The FY2026 Annual Implementation Plan was presented to the Michigan Commission on Services to the Aging on September 19th. Further updates will be shared at the BOH meeting.
- Laura was asked to present to the St. Joseph County Human Services Commission at their October meeting... She looks forward to sharing AAA highlights and specifics about MIOptions, Services to Victims of Elder Abuse and the Community Living Program.
- Our team has received provider budgets and thus has issued our FY26 contract renewals. Looking forward to another collaborative, successful year!
- We are hoping for federal and state lawmakers to make budget decisions before October 1st. Contingency plans have been reviewed, thoroughly discussed and are in line with ACLS Bureaus expectations. As always, we appreciate the Board's support of our agency's and community's needs.

Branch-Hillsdale-St Joseph Community Health Agency

Check/Voucher Register - Check Register for BOH 00103 - Cash - Accounts Payable From 8/1/2025 Through 8/31/2025

Payee	Check Amount	Check Number	Effective Date
4Imprint	1,230.87	54887	8/8/2025
4Imprint	1,651.29	54902	8/22/2025
Abila	2,268.23	25-08-08 A.01	8/8/2025
ACD.NET	602.62	54903	8/22/2025
Action Quick Print Plus	160.00	25-08-08 A.02	8/8/2025
Action Quick Print Plus	953.00	25-08-22 A.01	8/22/2025
Aflac District Office	450.53	25-08-01 PR.01	8/1/2025
Aflac District Office	450.53	25-08-15 PR.01	8/15/2025
Aflac District Office	450.53	25-08-29 PR.01	8/29/2025
Alert Medical Alarms	229.60	54904	8/22/2025
Alerus Retirement Solutions	3,703.00	25-08-01 R.01	8/1/2025
Alerus Retirement Solutions	3,703.00	25-08-15 R.01	8/15/2025
Alerus Retirement Solutions	3,656.00	25-08-29 R.01	8/29/2025
Algansee Township	100.00	54905	8/22/2025
Amazon Capital Services, Inc	2,893.10	25-08-08 P.02	8/8/2025
Amazon Capital Services, Inc	139.55	25-08-22 P.01	8/22/2025
Angela Shedd	756.40	25-08-08 A.03	8/8/2025
Angela Shedd	2,084.40	25-08-22 A.02	8/22/2025
BankSupplies	348.72	25-08-08 A.04	8/8/2025
BankSupplies	354.82	25-08-08 A.05	8/8/2025
BankSupplies	1,579.40	25-08-08 A.06	8/8/2025
Barbara P. Foley	46.16	54884	8/1/2025
Barbara P. Foley	46.16	54899	8/15/2025
Barbara P. Foley	46.16	54921	8/29/2025
Beacon Properties Administration	203.82	25-08-29 A.01	8/29/2025
Beacon Properties Administration	4,631.85	25-08-29 A.02	8/29/2025
Blue Cross Blue Shield	70,005.93	25-08-22 P.02	8/22/2025
Blue Cross Complete	574.36	54888	8/8/2025
Branch Area Transit Authority	3,568.50	25-08-22 A.03	8/22/2025
Branch County Commission	37,079.12	25-08-22 A.04	8/22/2025
Branch County Complex	104,880.00	25-08-08 A.07	8/8/2025
Branch County Complex	5,694.28	25-08-29 A.03	8/29/2025
Card Services Center	1,985.52	25-08-29 P.02	8/29/2025
CDW GOVERNMENT INC.	167.57	25-08-08 A.08	8/8/2025
Century Bank - Hillsdale Maintenance	2,000.00	25-08-29 A.04	8/29/2025
Century Bank - Three Rivers	2,000.00	25-08-29 A.05	8/29/2025
Maintenance	,		
Century Basic	989.09	25-08-01 R.02	8/1/2025
Century Basic	989.09	25-08-15 R.02	8/15/2025
Century Basic	1,079.09	25-08-29 R.02	8/29/2025
Century EFTPS	45.92	25-08-01 L.01	8/1/2025
Century EFTPS	28,234.80	25-08-01 R.03	8/1/2025
Century EFTPS	22.96	25-08-15 L.01	8/15/2025
Century EFTPS	28,252.86	25-08-15 R.03	8/15/2025
Century EFTPS	0.00	25-08-29 L.01	8/29/2025
Century EFTPS	28,599.98	25-08-29 R.03	8/29/2025
Century EFTPS	91.80	25.08.29 L.01	8/29/2025
Century Mastercard	818.94	25-08-08 P.03	8/8/2025
Century Mastercard	7,432.96	25-08-22 P.04	8/22/2025
Century MERS	65,067.02	25-08-08 A.09	8/8/2025
Century State/Michigan State Treasury	0.00	25-08-29 L.02	8/29/2025
Century State/Michigan State Treasury	0.00	25-08-29 L.03	8/29/2025
Century State/Michigan State Treasury	0.00	25-08-29 L.04	8/29/2025

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Branch-Hillsdale-St Joseph Community Health Agency

Check/Voucher Register - Check Register for BOH 00103 - Cash - Accounts Payable From 8/1/2025 Through 8/31/2025

Payee	Check Amount	Check Number	Effective Date
Century State/Michigan State Treasury	5,093.73	25-08-29 R.04	8/29/2025
Century State/Michigan State Treasury	5,098.42	25-08-29 R.05	8/29/2025
Century State/Michigan State Treasury	5,173.59	25-08-29 R.06	8/29/2025
Century State/Michigan State Treasury	0.00	25.08.29 L.02	8/29/2025
Century State/Michigan State Treasury	0.00	25.08.29 L.03	8/29/2025
Century State/Michigan State Treasury	18.55	25.08.29 L.04	8/29/2025
Charter Communications	150.00	25-08-08 P.04	8/8/2025
Cintas Corporation Loc 351	176.35	25-08-08 P.05	8/8/2025
City Of Three Rivers	120.00	25-08-22 A.05	8/22/2025
CLIAwaived Inc.	3,640.00	25-08-08 A.10	8/8/2025
ConnectAmerica	95.00	25-08-22 A.06	8/22/2025
Crossroads Home Care Inc.	894.99	25-08-22 A.07	8/22/2025
Current Office Solutions	1,053.98	25-08-22 A.08	8/22/2025
Dan Wood Co.	388.75	25-08-08 A.11	8/8/2025
DELTA DENTAL	4,349.50	25-08-22 A.09	8/22/2025
DiningRD	4,504.04	25-08-08 A.12	8/8/2025
Eric Benjamin	500.00	54889	8/8/2025
Eurotrol U.S.B.V.	930.00	54890	8/8/2025
FedEx	30.69	25-08-08 P.06	8/8/2025
FedEx	34.79	25-08-22 P.05	8/22/2025
Fresh Baby	827.39	25-08-08 A.13	8/8/2025
GDI Services Inc.	4,711.93	25-08-29 A.06	8/29/2025
Glaxo-Smithkline Financial Inc.	7,054.35	25-08-22 A.10	8/22/2025
Griffiths Mechanical Contracting, Inc.	422.69	25-08-22 A.11	8/22/2025
Health Equity	2,141.19	25-08-01 PR.02	8/1/2025
Health Equity	2,141.19	25-08-15 PR.02	8/15/2025
Health Equity	2,256.19	25-08-29 PR.02	8/29/2025
Helping Angels Home Care LLC	1,890.44	25-08-22 A.12	8/22/2025
Hillarie Gibbs	499.00	54891	8/8/2025
Hillsdale Board Of Public Utilities	1,950.82	25-08-08 P.07	8/8/2025
Hillsdale County Treasurer	1,096.14	25-08-08 A.14	8/8/2025
Home Roots Companion & Home Care	293.92	25-08-22 A.13	8/22/2025
Services LLC			
HomeJoy of Kalamzoo	3,285.80	25-08-22 A.14	8/22/2025
Indiana MI Power Company	941.65	25-08-08 P.08	8/8/2025
Jennifer St. Germain	473.00	54906	8/22/2025
Kathryn Shoner	499.00	54892	8/8/2025
Legal Services Of S.Central MI	940.00	25-08-22 A.15	8/22/2025
Lloyd & McDaniel PLC	218.02	54885	8/1/2025
Lloyd & McDaniel PLC	218.02	54900	8/15/2025
Lloyd & McDaniel PLC	60.18	54922	8/29/2025
LVB Legal Services - Letha VanBlarcom	94.00	54907	8/22/2025
Macquarie Equipment Capital Inc.	1,322.75	25-08-22 A.16	8/22/2025
MALEHA	270.00	54893	8/8/2025
Maplecrest, LLC	1,361.77	25-08-29 A.07	8/29/2025
McKesson Medical-Surgical Gov.	1,813.17	25-08-08 P.09	8/8/2025
Solutions LLC			
McKibbin Media Group	800.00	54894	8/8/2025
Medical Care Alert	417.90	25-08-22 A.17	8/22/2025
Merck Sharp & Dohme LLC	20,522.95	54908	8/22/2025
MERS 5% EMPLOYEES	5,575.63	25-08-08 A.15	8/8/2025
Michigan Gas	41.25	25-08-08 P.10	8/8/2025
Michigan Public Health Institute	6,999.15	25-08-22 A.18	8/22/2025

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Branch-Hillsdale-St Joseph Community Health Agency

Check/Voucher Register - Check Register for BOH 00103 - Cash - Accounts Payable From 8/1/2025 Through 8/31/2025

Payee	Check Amount	Check Number	Effective Date
Michigan State Disbursement Unit	190.11	54886	8/1/2025
Michigan State Disbursement Unit	190.11	54901	8/15/2025
Michigan State Disbursement Unit	190.11	54923	8/29/2025
Midwest Communications	320.00	54895	8/8/2025
Mistel de Varona	258.30	54896	8/8/2025
Mistel de Varona	337.50	54909	8/22/2025
MSUCOM CME - Attn. Meghan Wieck	750.00	54924	8/29/2025
Nationwide	620.00	25-08-01 R.04	8/1/2025
Nationwide	620.00	25-08-15 R.04	8/15/2025
Nationwide	620.00	25-08-29 R.07	8/29/2025
NEHA Association	961.96	54910	8/22/2025
NEHA Association	486.74	54911	8/22/2025
NEHA Association	956.89	54912	8/22/2025
NEHA Association	486.74	54913	8/22/2025
Nissley Disposal Inc	110.00	25-08-08 P.11	8/8/2025
Principal Life Insurance Company	1,996.65	25-08-22 P.06	8/22/2025
Prompt Care Express PC	80.00	54914	8/22/2025
R&S Northeast LLC	162.87	25-08-08 A.16	8/8/2025
R. Johnson Builders, inc	750.00	54915	8/22/2025
Republic Waste Services	102.85	25-08-08 P.12	8/8/2025
Reserve Account	3,000.00	25-08-22 A.19	8/22/2025
Richard Clark	2,463.95	25-08-29 A.08	8/29/2025
Riley Pumpkin Farm	755.00	25-08-29 A.09	8/29/2025
Rosati Schultz Joppich Amtsbueshler	285.00	25-08-22 A.20	8/22/2025
ROSE PEST SOLUTIONS	86.00	25-08-08 A.17	8/8/2025
Sanofi Pasteur Inc.	7,632.98	25-08-22 P.07	8/22/2025
Schindler Elevator Corporation	2,780.50	54916	8/22/2025
School Health	41.16	54897	8/8/2025
Semco Energy	60.81	25-08-08 P.13	8/8/2025
Sermon on the Mount Publishing	1,775.00	54917	8/22/2025
Shaffmasters U-Stor-n-Lock	720.00	25-08-08 A.18	8/8/2025
Shred It	90.00	25-08-08 P.14	8/8/2025
Smilemakers	201.79	25-08-08 A.19	8/8/2025
Smilemakers	94.79	25-08-22 A.21	8/22/2025
St Joseph County COA	41,135.90	25-08-22 A.22	8/22/2025
St Joseph County Transit Authority	2,888.82	25-08-22 A.23	8/22/2025
Staples	651.18	25-08-08 P.15	8/8/2025
Staples	428.98	25-08-22 P.08	8/22/2025
State of Mich EGLE	358.00	54898	8/8/2025
State Of Michigan	8,929.00	54918	8/22/2025
Stratus Video, LLC	3,915.93	54919	8/22/2025
TelNet Worldwide	1,696.41	25-08-22 A.24	8/22/2025
Tesco	680.00	25-08-08 A.20	8/8/2025
TMK Worldwide, LLC	0.68	25-08-08 A.21	8/8/2025
Verizon	1,674.69	25-08-08 P.16	8/8/2025
VRI INC.	108.00	25-08-22 A.25	8/22/2025
Wal-Mart Community	25.72 051 71	25-08-08 P.17	8/8/2025
Whispering Pines	951.71	54920	8/22/2025
Report Total	619,334.23		

Date: 9/11/25 12:18:46 PM Page: 3

Branch-Hillsdale-St Joseph Community Health Agency Balance Sheet - Unposted Transactions Included In Report As of 8/31/2025

As of 8/31/2025	Current Period Balance
Assets	21 455 14
Cash on Hand	21,477.14
Cash with County Treasurer	3,860,215.46
Community Foundation Grant	309,955.94
Cash HD Building Maintenance	54,450.00
Cash TR Building Maintenance	79,049.40
Accounts Receivable	114,165.31
Due from Dental DAPP	1,275.67
Due from State	(185,357.63)
Due from Other Funding Sources	194,871.91
Prepaid Expenses	132,247.83
Biologic Inventory	190,139.73
Total Assets	4,772,490.76
Liabilities	
Accounts Payable	274,423.89
Payroll Liabilites	78,243.20
Deferred Revenue	410,748.94
Deferred Revenue BR	19,155.08
Deferred Revenue HD	20,204.50
Deferred Revenue SJ	26,914.67
Biologics Biologics	190,139.73
Total Liabilities	1,019,830.01
Total Liabilities	1,019,830.01
Net Assets	
Operation Fund Balance	581,536.45
Restricted Fund Balance	410,199.46
Designated Fund Balance	<u>2,760,924.84</u>
Total Net Assets	3,752,660.75
Total Liabilities and Net Assets	4,772,490.76
10th Lincilling and 10t 11000th	7,772,770.70

Date: 9/17/2025 12:34:00 PM

BHSJ Community Health Agency Schedule of Cash Receipts and Disbursements

	October 21, 2024 thru		
Plus: Cash Receipts	October 31, 2024 thru		\$662,795.09
Less: Cash Disbursements For Payroll/AP	August 31, 2025	\$	(822,130.30)
10/31/2024 Cash Balance		\$	4,686,183.48
			4
Plus: Cash Receipts			\$815,038.10
Less: Cash Disbursements For Payroll/AP		\$	(653,168.03)
11/30/2024 Cash Balance		\$	4,848,053.55
Plus: Cash Receipts			\$571,613.15
Less: Cash Disbursements For Payroll/AP		\$	(1,018,660.01)
12/31/2024 Cash Balance			4,401,006.69
Plus: Cash Receipts			\$821,312.23
Less: Cash Disbursements For Payroll/AP		\$	(768,005.46)
1/31/2025 Cash Balance		\$	4,454,313.46
Plus: Cash Receipts			\$208,213.14
Less: Cash Disbursements For Payroll/AP		\$	(616,845.56)
2/28/2025 Cash Balance		\$	4,045,681.04
			4
Plus: Cash Receipts			\$570,058.30
Less: Cash Disbursements For Payroll/AP		\$	(620,991.20)
3/31/2025 Cash Balance		>	3,994,748.14
Plus: Cash Receipts			\$1,050,682.89
Less: Cash Disbursements For Payroll/AP		\$	
4/30/2025 Cash Balance		\$	4,399,334.79
Plus: Cash Receipts			\$595,773.92
Less: Cash Disbursements For Payroll/AP		\$	(617,779.81)
5/31/2025 Cash Balance		\$	4,377,328.90
Plus: Cash Receipts			\$649,139.30
Less: Cash Disbursements For Payroll/AP		\$	(707,292.23)
6/30/2025 Cash Balance		Ş	4,319,175.97
Diver Cook Descripts			¢004 076 04
Plus: Cash Receipts		,	\$891,976.04
Less: Cash Disbursements For Payroll/AP 7/31/2025 Cash Balance		\$ \$	(676,570.30) 4,534,581.71
1/31/2023 Cash parance		Þ	4,334,381./1
Plus: Cash Receipts			\$563,904.73
Less: Cash Disbursements For Payroll/AP		\$	(928,315.04)
8/31/2025 Cash Balance		¸	4,170,171.40
-,,		~	.,,

12 Month Grants Should be 91.67% Expended.

12 Month Grants Should be 91.67% Expended.							
	Current		Total Budget -	% Total			
	Month	Year to Date	Final Budget	Expended			
720 EH- Complaints	2,766.92	13,659.03	11,467.45	119.11%			
Over budget due to increased staff time. We will continue to monitor the situation, and any overages can be covered with unspent funds from other areas.	ŕ	·	·				
405 Grant Writing Over budget due to increased staff time. We will continue to monitor the situation, and any overages can be covered with unspent funds from other areas.	1,207.87	3,457.60	3,040.63	113.71%			
O24 MERS Pension Underfunded Liability Over budget due to additional forfeitures from the DC plan. The extra expenses are fully covered by additional revenue, so there is no impact to other programs.	0.00	49,943.16	44,590.00	112.00%			
Over budget due to increased staff time. We will continue to monitor the situation, and any overages can be covered with unspent funds from other areas.	14,844.92	162,043.05	150,000.00	108.02%			
717 EGLE Swiming Pools Over budget due to increased staff time. We will continue to monitor the situation, and any overages can be covered with unspent funds from other areas.	523.45	20,134.35	18,991.49	106.01%			
102 EH San Training Jurisdictional Sharing This grant is completed and ended slightly over budget. These overages will be covered with unspent furnds from other areas.	4,766.38	10,379.82	10,000.00	103.79%			
351 CELC Infection Prevention Grant ended under budget.	0.00	39,926.72	40,177.73	99.38%			
230 Medical Marijuana HD Grant ended under budget.	353.19	11,182.09	11,463.05	97.54%			
212 Medical Marijuana BR Grant ended under budget.	6,005.37	19,233.21	19,749.76	97.38%			
210 Beacon Health Grant ended in May 25. Ended within budget.	0.00	17,083.99	17,690.00	96.57%			
029 Dental Clinic - Hillsdale Slightly over budget due to payment of Hillsdale Dental Incentive. Should realign to be within budget by end of year.	50,820.36	59,753.09	62,000.00	96.37%			
715 EGLE Long-Term Monitoring Slightly over budget. We will continue to monitor the situation.	957.99	3,289.16	3,456.18	95.16%			
138 Immunization IAP Slightly over budget. We will continue to monitor the situation.	112,986.01	1,154,016.40	1,236,036.29	93.36%			
112 CSHCS Medicaid Outreach Within budget - This budget must be combined with the budget for RU 325. When looking at these 2 budgets together they are within budget at 91.4%.	28,306.39	103,505.19	112,140.24	92.29%			

Branch-Hillsdale-St Joseph Community Health Agency

Statement of Revenues and Expenditures - Final Budget - Expense By Program - Summary - BG - Unposted Transactions Included In Report From 8/1/2025 - 8/31/2025

Month Year to Date Final Budget Expended 714 Onsite Sewage Disposal Slightly over budget. We will continue to monitor the situation. 39,284.98 431,909.84 468,472.50 92.19% 021 Dental Clinic - Three Rivers 4,631.85 50,950.35 55,582.20 91.66% 329 MCH Enabling Children 7,867.41 86,541.58 94,409.00 91.66% 108 WIC Breastfeeding 10,561.63 109,321.08 119,343.35 91.60% 325 CSHCS 0.00 202,268.74 222,409.00 90.94%		Current		Total Budget	% Total
Slightly over budget. We will continue to monitor the situation. 021 Dental Clinic - Three Rivers 4,631.85 50,950.35 55,582.20 91.66% 329 MCH Enabling Children 7,867.41 86,541.58 94,409.00 91.66% 108 WIC Breastfeeding 10,561.63 109,321.08 119,343.35 91.60%		Month	Year to Date	Final Budget	Expended
021 Dental Clinic - Three Rivers 4,631.85 50,950.35 55,582.20 91.66% 329 MCH Enabling Children 7,867.41 86,541.58 94,409.00 91.66% 108 WIC Breastfeeding 10,561.63 109,321.08 119,343.35 91.60%	714 Onsite Sewage Disposal	39,284.98	431,909.84	468,472.50	92.19%
329 MCH Enabling Children 7,867.41 86,541.58 94,409.00 91.66% 108 WIC Breastfeeding 10,561.63 109,321.08 119,343.35 91.60%	<u> </u>	,	,	,	
108 WIC Breastfeeding 10,561.63 109,321.08 119,343.35 91.60%	021 Dental Clinic - Three Rivers	4,631.85	50,950.35	55,582.20	91.66%
	329 MCH Enabling Children	7,867.41	86,541.58	94,409.00	91.66%
325 CSHCS 0.00 202,268.74 222,409.00 90.94%	108 WIC Breastfeeding	10,561.63	109,321.08	119,343.35	91.60%
	325 CSHCS	0.00	202,268.74	222,409.00	90.94%
332 HIV Prevention 2,716.68 24,729.72 27,540.88 89.79%	332 HIV Prevention	2,716.68	24,729.72	27,540.88	89.79%
721 Drinking Water Supply 33,560.56 380,030.17 427,382.31 88.92%	721 Drinking Water Supply	33,560.56	380,030.17	427,382.31	88.92%
109 WIC 79,435.91 982,213.39 1,112,070.14 88.32%	109 WIC	79,435.91	982,213.39	1,112,070.14	88.32%
010 Agency Support 7,792.17 113,306.06 129,577.00 87.44%	010 Agency Support	7,792.17	113,306.06	129,577.00	87.44%
032 Emergency Preparedness 16,104.29 159,164.98 183,943.64 86.52%	032 Emergency Preparedness	16,104.29	159,164.98	183,943.64	86.52%
341 Infectious Disease 32,645.44 360,097.43 420,658.77 85.60%	341 Infectious Disease	32,645.44	360,097.43	420,658.77	85.60%
704 Food Service 42,707.92 523,806.84 614,404.22 85.25%	704 Food Service	42,707.92	523,806.84	614,404.22	85.25%
012 Area Agency on Aging 105,339.92 1,138,207.47 1,335,699.88 85.21%	012 Area Agency on Aging	105,339.92	1,138,207.47	1,335,699.88	85.21%
207 MCRH Community Health Workers 8,028.78 86,449.13 105,074.41 82.27%	207 MCRH Community Health Workers	8,028.78	86,449.13	105,074.41	82.27%
286 HEP Special Projects 4,658.54 12,880.39 15,678.93 82.15%	286 HEP Special Projects	4,658.54	12,880.39	15,678.93	82.15%
014 VOCA 15,953.71 168,979.36 205,743.32 82.13%	014 VOCA	15,953.71	168,979.36	205,743.32	82.13%
331 STD 11,105.68 132,642.19 162,586.27 81.58%	331 STD	11,105.68	132,642.19	162,586.27	81.58%
101 Workforce Development 534.64 41,080.88 50,760.89 80.93%	101 Workforce Development	534.64	41,080.88	50,760.89	80.93%
275 Medical Marijuana SJ 1,079.40 7,701.08 9,556.35 80.58%	275 Medical Marijuana SJ	1,079.40	7,701.08	9,556.35	80.58%
605 General EH Services 2,566.27 31,316.21 39,339.60 79.60%	605 General EH Services	2,566.27	31,316.21	39,339.60	79.60%
338 Immunization Vaccine Handling 6,921.89 64,889.01 82,738.82 78.42%	338 Immunization Vaccine Handling	6,921.89	64,889.01	82,738.82	78.42%
327 Hearing (ELPHS) 9,298.41 102,632.50 131,680.32 77.94%	327 Hearing (ELPHS)	9,298.41	102,632.50	131,680.32	77.94%
205 OHSP Grant 9,090.10 64,893.45 83,409.61 77.80%	205 OHSP Grant	9,090.10	64,893.45	83,409.61	77.80%
718 EGLE Septage 123.59 4,723.50 6,083.38 77.64%	718 EGLE Septage	123.59	4,723.50	6,083.38	77.64%
745 Type II Water 18,400.68 168,457.17 218,165.12 77.21%	745 Type II Water	18,400.68	168,457.17	218,165.12	77.21%
107 Medicaid Outreach 950.62 11,149.84 14,624.57 76.24%	107 Medicaid Outreach	950.62	11,149.84	14,624.57	76.24%
202 Oral Health 8,694.17 63,352.07 87,883.62 72.08%	202 Oral Health	8,694.17	63,352.07	87,883.62	72.08%
326 Vision (ELPHS) 7,942.24 93,299.41 129,515.17 72.03%	326 Vision (ELPHS)	7,942.24	93,299.41	129,515.17	72.03%
719 Body Art 352.22 5,184.42 7,223.01 71.77%	719 Body Art	352.22	5,184.42	7,223.01	71.77%
201 CSF Carseats 1,923.17 21,892.69 30,881.83 70.89%	201 CSF Carseats	1,923.17	21,892.69	30,881.83	70.89%
025 PH Workforce & Infastructure 107,320.30 245,123.09 355,049.12 69.03%	025 PH Workforce & Infastructure	107,320.30	245,123.09	355,049.12	69.03%
008 Salary & Fringe Payoff 509.36 54,270.52 80,000.00 67.83%	008 Salary & Fringe Payoff	509.36	54,270.52	80,000.00	67.83%
035 Vector Borne Disease Surveillance 6,228.64 37,677.01 58,889.51 63.97%	035 Vector Borne Disease Surveillance	6,228.64	37,677.01	58,889.51	63.97%
345 Lead Testing (534.74) 21,637.25 37,740.43 57.33%	345 Lead Testing	(534.74)	21,637.25	37,740.43	57.33%
716 EGLE Campgrounds 1,813.71 10,808.70 21,437.48 50.41%	716 EGLE Campgrounds	1,813.71	10,808.70	21,437.48	50.41%
015 Local Expenses - Unallowable by Grants 1,277.80 19,101.78 39,216.93 48.70%	015 Local Expenses - Unallowable by Grants	1,277.80	19,101.78	39,216.93	48.70%
106 MI Options 12,787.70 56,439.89 155,553.00 36.28%	106 MI Options	12,787.70	56,439.89	155,553.00	36.28%
363 363 CVDIMS Covid Immz Supplemental 2,199.90 41,622.35 122,576.46 33.95%	363 363 CVDIMS Covid Immz Supplemental	2,199.90	41,622.35	122,576.46	33.95%
722 PFAS Response 0.00 676.77 2,675.02 25.29%	722 PFAS Response	0.00	676.77	2,675.02	25.29%
724 PFAS - Westside Landfill 0.00 1,653.13 7,256.36 22.78%	724 PFAS - Westside Landfill	0.00	1,653.13	7,256.36	22.78%
096 CSHCS Donations SJ 473.00 8,715.27 41,360.84 21.07%	096 CSHCS Donations SJ	473.00	8,715.27	41,360.84	21.07%

Branch-Hillsdale-St Joseph Community Health Agency

Statement of Revenues and Expenditures - Final Budget - Expense By Program - Summary - BG - Unposted Transactions Included In Report From 8/1/2025 - 8/31/2025

	Current		Total Budget -	% Total
	Month	Year to Date	Final Budget	Expended
097 CSHCS Donations BR HD	0.00	3,801.80	22,826.36	16.65%
723 PFAS Response - White Pigeon	0.00	508.12	9,149.21	5.55%
380 Measles Readiness and Response	2,551.03	2,551.03	75,752.67	3.36%
355 COVID-19 PH Workforce Supplemental	0.00	454.05	66,263.00	0.68%
023 Capital Expenditures	0.00	0.00	73,000.00	0.00%
Total Expense	848,438.42	7,816,718.57	9,501,987.32	82.26%

The Agency is currently 9.41% under budget.



September 15, 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 Jared Hoffmaster at 9:01 AM. Roll call was completed as follows: Jared Hoffmaster, Jon Houtz, and Kevin Collins. No members were 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.

Public Comment: No public comments were given.

New Business:

- o Mr. Collins moved to recommend that the full Board approve the use of the hard cap amounts set by the Michigan Department of Treasury for employer-sponsored health insurance beginning January 1, 2026, and the use of the 80/20 cost-sharing method for vision and dental insurance. The motion was supported by Mr. Houtz and passed unopposed.
- Mr. Houtz moved to recommend the full board approve moving to the Pool for health care coverage and adopting all plans presented, provided that the renewal for dental insurance does not exceed a 10% increase. The motion received support from Mr. Collins. The motion passed unopposed.
- o Mr. Houtz moved to recommend that the full board approve the Medical Director's contract, with support from Mr. Collins. The motion passed unopposed
- o BHSJ staff advised the Board that they would not be seeking an increase to local appropriations for next year, as the MERS Surplus draw down plan was adopted.
- o Mr. Collins moved to approve the agency continuing business as usual for two weeks in the event of a government shutdown, utilizing fund balance to cover costs if contracts are not dated October 1. The motion was supported by Mr. Houtz and passed unanimously.

Mr. Collins moved to adjourn the meeting with Support from Mr. Houtz. With no further business, the meeting was adjourned at 9:31 AM.

Respectfully Submitted by:

Administrative Services Director Secretary to the Board of Health



September 17, 2025 – 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 8:33 AM. Roll call was completed as follows: Brent Leininger, Tim Stoll, and Rick Shaffer. No members were absent.

Also present from BHSJ: Rebecca Burns, and Theresa Fisher.

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

Public Comment: No public comments were given.

Unfinished Business:

o None

New Business:

- Mr. Stoll moved to recommend that the full Board approve the Plan of Organization as presented, with support from Mr. Shaffer. The motion passed unopposed.
- O Succession planning was discussed but no action was taken.

Public Comment: No public comments were given.

Mr. Shaffer moved to adjourn the meeting with support from Mr. Stoll. The motion passed unopposed and the meeting adjourned at 8:56 AM.

Respectfully Submitted by:

Theresa Fisher,

Administrative Services Director Secretary to the Board of Health



PA 152 – Public Employer Contributions to Medical Benefit Plans

BHSJ should continue to utilize the hard cap option for PA 152 compliance. Under this method, the agency cannot contribute more than the state-established hard cap toward employee medical premiums, but it is not obligated to contribute the full cap amount.

This approach:

- Allows the agency to pay portions of the premium and contribute directly to employees' HSA accounts.
- Standardizes the agency's contribution across coverage tiers.
- Ensures full compliance with PA 152 requirements.
- Provides employees with flexibility to reduce out-of-pocket costs by selecting lower-cost plans.

Background

MCL 15.563, as last amended by 2018 Public Act 477, sets limits on public employer contributions to medical benefit plans. For plan years beginning on or after January 1, 2026, the hard cap limits are:

- \$7,942.09 Single
- \$16,609.38 Two-Person
- \$21,660.30 Family

Although PA 152 allows alternative cost-sharing methods (e.g., 80/20), BHSJ has used the hard cap methodology in recent years. This method provides greater employee choice while keeping agency costs predictable.

Recommendations

The agency recommends adopting the official hard cap amounts released by the Michigan Department of Treasury in March 2025. This strategy will allow:

- Eliminate the Medical Plan Option 1, the traditional PPO option.
- Establish Medical Plan Option 2 (HSA \$2,000/\$4,000) as the base plan.
- Pay 80% of the premium cost of the base plan, regardless of which plan an employee selects.
- Provide a one-time HSA contribution on January 2, 2026, as follows:
 - ∘ \$2,000 Single
 - \$3,400 Two-Person
 - \$4,000 Family
- Allow employees to choose higher-deductible HSA plans that will further reduce their premium costs.

Dental and Vision Benefits

PA 152 applies only to medical coverage; dental and vision are excluded. BHSJ should continue to pay 80% of the cost of these benefits, maintaining:

- Delta Dental 100%/80%/50% \$1,000 plan (renewal increase: 2.9%)
- Principal with VSP vision (renewal rate hold)

Conclusion

This strategy ensures compliance with PA 152, manages agency costs, maintains different options for employees, and allows for supporting employees in their transition to lower-cost HSA plans by front-loading contributions.

Proposed Motion

I move to adopt the hard cap amounts published by the Michigan Department of Treasury for health plans beginning January 1, 2026, and to continue paying 80% of the costs for both dental and vision coverage.

Respectfully,

Theresa Fisher,

Administrative Services Director



Employer Sponsored Health Care Plan Recommendation

Medical Insurance

After reviewing 2026 renewal options, we recommend eliminating the traditional PPO plan and adopting the Alternative-Value HSA plans offered through the Pool (Medical Options 2, 3, and 4). To assist employees transitioning from a traditional plan to an HSA, the agency would provide a one-time contribution to employee HSA accounts.

Key Benefits:

- Maintains similar agency costs in 2026.
- Provides immediate support to reduce employees' out-of-pocket costs in the first year by providing a one-time HSA contribution on January 2, 2026 of:
 - \$2,000 Single
 - \$3,400 Two-Person
 - \$4,000 Family
- Preserves multiple plan choices that employees can choose based on their health care needs
- Transitions staff to lower-cost HSA plans.
- Shares costs between the agency and employees while creating opportunities for future agency savings.

	Total Annual Cost	Employer Cost	Employee Cost
Current (2025)	\$847,256	\$726,259	\$120,997
Lighthouse 2026 – Traditional	\$977,293	\$750,311	\$226,982
The Pool 2026 – Self-Funded Includes HSA Contributions	\$855,103	\$722,617	\$132,487

Ancillary Plans

The renewal rate for Delta Dental coverage increased by 2.9%. All other ancillary benefits (Vision, Short-Term Disability, Life, and Accidental Death & Dismemberment), provided through Principal, are locked in at current rates until January 1, 2027. We recommend maintaining all ancillary plans without change.

Proposed Motion

I move to switch to the Pool for health care coverage; to eliminate Medical Plan Option 1; to adopt Medical Plan Options 2, 3, and 4; to continue with the current ancillary plans without change; and to make a one-time contribution to employee HSA accounts on January 2, 2026, in the amount of \$2,000 for single coverage, \$3,400 for two-person coverage, and \$4,000 for family coverage.

Agency Recommendation: Current Year Costs VS Self-Funded (through the Pool) - Agency pays 80% of cost of base plan, one-time contribution to employee HSA accounts: Single - \$2,000, 2-Person - \$3,400, and Family - \$4,000

Self-Funded Pool (Similar) Plans

Current Year Costs

MEDICAL

		PREMIUM	ER MNTH	EE WEEK	EE MNTH	ER HSA CONT		
		CU	RRENT PLAN /	Contributio	ns	Monthly		
		MEDICAL O	PTION 1					
		BCBS PPO 8	0% \$1,500/\$	3,000				
EE	10	\$739.43	\$643.19	\$44.42	\$96.24	N/A	EE	
DBL	6	\$1,774.63	\$1,345.11	\$198.24	\$429.52		DOUBLE	
FMY	12	\$2,218.29	\$1,754.15	\$214.22	\$464.14	N/A	FAMILY	
		\$44,662	\$35,552		\$9,109			
		MEDICAL O						
	_		0% \$2,000/\$		4	40.00		
EE	5	\$648.92	\$643.19	\$2.65	\$5.73	\$0.00		1
DBL	1	\$1,557.40	\$1,345.11	\$97.98	\$212.29	-	DOUBLE	
FMY	3	\$1,946.75	\$1,754.15	\$88.89	\$192.60	\$0.00	FAMILY	1
		\$10,642	\$9,824		\$819			
		MEDICAL OI	PTION 3					
			0% \$3,500/\$	7.000				
EE	1	\$560.59	\$643.19	\$0.00	\$0.00	\$82.60	EE	
DBL	1	\$1,345.43	\$1,345.11	\$0.15	\$0.32	-	DOUBLE	
FMY	3	\$1,681.78	\$1,754.15	\$0.00	\$0.00		FAMILY	
		\$6,951	\$7,251	· ·	\$0	\$300		
		MEDICAL O		4				
	_		00% \$6,350/		40.00	4.0- 00		
EE	2	\$535.51	\$643.19	\$0.00	\$0.00	\$107.68		
DBL	1	\$1,285.24	\$1,345.11	\$0.00	\$0.00	•	DOUBLE	
FMY	1	\$1,606.55	\$1,754.15	\$0.00	\$0.00	\$147.60	FAMILY	
		\$3,962.81	\$4,386		\$0	\$423		
DENT	አ ነል	VISION						
DEIVI	AL 0.		al, Principal \	Vision				
EE	23	\$46.95	\$37.56	\$4.33	\$9.39	N/A		2
DBL	11	\$88.11	\$70.49	\$8.13	\$17.62	N/A		1
FMY	16	\$153.20	\$122.56	\$14.14	\$30.64	n/A		1
MON	THLY	\$4,500	\$3,600		\$900	,		
-							•	

46	PREMIUMS	ER COST	EE COST
COMBINE	\$70,718	\$60,612	\$10,828
COMBINE	\$848,619	\$727,350	\$129,940
% OF COS	ST .	85.7%	15.3%

Cash in L	.eiu -	Receive \$2500	
13	3	\$208.33	
Dental a	nd Vi	sion Only - Rece	eive \$1500 Cash in Leiu

Yellow = Employee Bi-Weekly Cost

	MEDICAL				
		Propo	sed Ren	ewal	
	Agency P				unding
	PREMIUM	ER MNTH	EE WEEK	EE MNTH	ER HSA CONT
	REN	WAL PLAN / C	ontributions	;	Monthly
	MEDICAL OPTIO				
	PLAN ELIMINAT				000/\$2,000
	\$820.41			\$331.24	
	\$1,845.90			\$745.28	
	\$2,297.12	\$1,369.66		\$927.46	
	\$0	PLAN ELIM	/INATED	\$0	
	MEDICAL OPTIO		10 14 - 1		
	Alternative Valu				4
15	\$611.46		\$56.44	\$122.29	\$166.67
7	\$1,375.78			\$275.16	\$283.34
15		\$1,369.66	\$158.04	\$342.42	\$333.34
	\$44,484	\$35,587		\$8,897	\$9,484
		_			\$53,967.09
	MEDICAL OPTIO		40 F00 /AT /		
	Alternative Valu				446667
1	\$579.68		\$41.77	\$90.51	\$166.67
1	\$1,304.28		\$94.00	\$203.66	\$283.34
3	\$1,623.10		\$116.97	\$253.44	\$333.34
	\$6,753	\$5,699		\$1,054	\$1,450
					\$8,203.29
	MEDICAL OPTIO		/ ^C 2E0/¢1	2 700	
2	Alternative Valu				¢1.00.07
2	\$516.02		\$12.39		\$166.67
1	\$1,161.04		\$27.88	\$60.42	\$283.34
1	\$1,444.86		\$34.71	\$75.20	\$333.34
	\$3,638	\$3,449		\$189	\$950 \$4,587.96
	DENTAL & VISIO	NA .			۶4,587.۶0
	DELTA Dental, P				
23	\$46.95		\$4.33	¢0.20	N/A
23 11	\$46.95 \$88.11	\$37.56	\$4.33	\$9.39 \$17.62	
	•		•	•	N/A
16	\$153.20	\$122.56	\$14.14	\$30.64	N/A
	\$4,500	\$3,600		\$900	

PR	EMIUMS + HSA	ER COST	EE COST	
	\$71,259	\$60,218	\$11,041	Monthly
	\$855,103	\$722,617	\$132,487	Annually
	0.8%	84.5%	15.5%	

-\$4,733 Projected employer cost increase

	Cash in Leiu - Receive \$2500	Annual Cost
13	\$208.33	\$32,500.00
2	Dental and Vision Only - Receive \$1500 Cash in Leiu	\$5.341.08

2026 Hard Cap	Monthly
7942.09 Single	\$661.84
16609.38 Couple	\$1,384.12
21660.3 Family	\$1,805.03

ER HSA

MEDICAL

PREMIUM

Current Year Costs							
ER MNTH	EE WEEK	EE MNTH					

						CONT	
		CURRENT PLAN / Contributions				Monthly	
		MEDICAL OF					
		BCBS PPO 80					
EE	10	\$739.43	\$643.19	•	\$96.24	N/A	EE
DBL	6	\$1,774.63	. ,		\$429.52	N/A	DBL
FMY	12		\$1,754.15	\$214.22	\$464.14	N/A	FMY
		\$44,662	\$35,552		\$9,109		
		MEDICAL OF	PTION 2				
)% \$2,000/ \$	4.000			
EE	5	\$648.92	\$643.19		\$5.73	\$0.00	EE
DBL	1	\$1,557.40	-	\$97.98	\$212.29	\$0.00	DBL
FMY	3	\$1,946.75	\$1,754.15	\$88.89	\$192.60	\$0.00	FMY
		\$10,642	\$9,824		\$819		
		MEDICAL OF	PTION 3				
)% \$3,500/\$				
EE	1	\$560.59	\$643.19	\$0.00	\$0.00	\$82.60	EE
DBL	1	\$1,345.43		\$0.15	\$0.32	\$0.00	DBL
FMY	3		\$1,754.15	\$0.00	\$0.00	\$72.37	FMY
		\$6,951	\$7,251		\$0	\$300	
		MEDICAL OF		440			
	_		00% \$6,350/		40.00	4407.60	
EE	2	\$535.51	•	\$0.00	\$0.00	\$107.68	EE
DBL	1		\$1,345.11	\$0.00	\$0.00	\$59.87	DBL
FMY	1	\$3,962.81	\$1,754.15	\$0.00	\$0.00 \$0	\$147.60 \$423	FMY
		\$3,962.81	\$4,386		ŞU	\$423	
DENT	ΔΙ &	VISION					
7.11			al, Principal	Vision			
EE	23	\$46.95	\$37.56	\$4.33	\$9.39	N/A	EE
DBL	11	\$88.11	\$70.49	\$8.13	\$17.62	N/A	DBL
FMY	16	\$153.20	\$122.56	\$14.14	\$30.64	N/A	FMY
	_						4

46	PREMIUMS	ER COST	EE COST
COMBINI	\$70,718	\$60,612	\$10,828
COMBINI	\$70,718 \$848,619	\$727,350	\$129,940
% OF COS	Т	85.7%	15.3%

\$3,600

\$900

Cash in Leiu - Receive \$2500	
13 \$208.33	
Dental and Vision Only - Rece	ive \$1500 Cash in Leiu

Yellow = Employee Bi-Weekly Cost

\$4,500

Self-Funded Pool (Similar) Plans

MEDICAL

	Proposed Renewal with PA 152 Hard Cap						
	PREMIUM	ER MNTH	EE WEEK	EE MNTH	ER HSA CONT		
	RE	NWAL PLAN	/ Contributions		Monthly		
	MEDICAL OPTIO						
	Alternative Valu	e PPO 80% \$	1,000/\$2,000				
10	\$820.41	\$661.84	\$73.19	\$158.57	N/A		
6	\$1,845.90	\$1,384.12	\$213.13	\$461.79	N/A		
12	\$2,297.12	\$1,805.03	\$227.12	\$492.10	N/A		
	\$46,845	\$36,583		\$10,262			
	4.89%				\$46,844.94		
	MEDICAL OPTIO						
	Alternative Valu						
5	\$611.46	\$661.84	\$0.00	\$0.00	\$50.38		
1	\$1,375.78	\$1,384.12	\$0.00	\$0.00	\$8.34		
3	\$1,712.08	\$1,805.03	\$0.00	\$0.00	\$92.94		
	\$9,569	\$10,108		\$0	\$539		
	-10.08%				\$10,108.39		
	MEDICAL OPTIO						
	Alternative Valu			4	4		
1	\$579.68	\$661.84	\$0.00	\$0.00	\$82.16		
1	\$1,304.28	\$1,384.12	\$0.00	\$0.00	\$79.84		
3	\$1,623.10	\$1,805.03	\$0.00	\$0.00	\$181.93		
	\$6,753	\$7,461		\$0	\$708		
	-2.85%				\$7,461.03		
	MEDICAL OPTIO		46.000/440.00				
2	Alternative Valu				64.45.00		
2	\$516.02	\$661.84	\$0.00	\$0.00	\$145.82		
1	\$1,161.04	\$1,384.12	\$0.00	\$0.00	\$223.08		
1	\$1,444.86	\$1,805.03	\$0.00	\$0.00	\$360.17		
	\$3,638	\$4,513		\$0	\$875		
	-8.20% \$4,512.82						
	DENTAL & VISION DELTA Dental, Principal Vision						
23	\$46.95	\$37.56	\$4.33	\$9.39	N/A		
11	\$88.11	\$70.49	\$8.13	\$17.62	ν/A		
16	\$153.20	\$122.56	\$14.14	\$30.64	N/A		
	\$4,500	\$3,600		\$900			

PREMIUMS	ER COST	EE COST
\$73,427	\$62,266	\$11,162 Monthly
\$881,129	\$747,190	\$133,939 Annually
3.8%	84.8%	15.2%

\$19,840

Projected employer cost increase

	Cash in Leiu - Receive \$2500	Annual Cost			
13	\$208.33	\$32,500.00			
	Dental and Vision Only - Receive \$1500 Cash in Leiu				

2026 Hard Cap Monthly 7942.09 Single \$661.84 16609.38 Couple \$1,384.12 21660.3 Family \$1,805.03

MEDICAL

Traditionally Funded Insurance Plans

MEDICAL

		PREMIUM	ER MNTH	EE WEEK	EE MNTH	ER HSA CONT	
		CU	RRENT PLAN /	Contributio	ns	Monthly	
		MEDICAL OPTION 1					
		BCBS PPO 8	0% \$1,500/\$	3,000			
EE	10	\$739.43	\$643.19	\$44.42	\$96.24	N/A	EE
DBL	6	\$1,774.63	\$1,345.11	\$198.24	\$429.52	N/A	DOUBLE
FMY	12	\$2,218.29	\$1,754.15	\$214.22	\$464.14	N/A	FAMILY
		\$44,662	\$35,552		\$9,109		
		MEDICAL O					İ
			0% \$2,000/ \$				
EE	5	\$648.92	\$643.19		\$5.73	\$0.00	
DBL	1	\$1,557.40			\$212.29		DOUBLE
FMY	3	\$1,946.75		\$88.89	\$192.60	\$0.00	FAMILY
		\$10,642	\$9,824		\$819		
		MEDICAL O					i
			0% \$3,500/\$				
EE	1	\$560.59	\$643.19	\$0.00	\$0.00	\$82.60	
DBL	1	\$1,345.43		\$0.15	\$0.32	-	DOUBLE
FMY	3	\$1,681.78	\$1,754.15	\$0.00	\$0.00		FAMILY
		\$6,951	\$7,251		\$0	\$300	
		14FD1641 61	DTION 4				
		MEDICAL OI		ć42 700			
	2		00% \$6,350/		¢0.00	ć107.C0	
EE DBL	2 1	\$535.51 \$1,285.24	\$643.19	\$0.00 \$0.00	\$0.00 \$0.00	\$107.68	DOUBLE
FMY	1	\$1,606.55			\$0.00	\$147.60	
FIVIT	1	\$3,962.81	\$1,754.15 \$4,386	\$0.00	\$0.00 \$0	\$423	FAIVIILT
		\$5,902.01	34,360		ŞU	Ş42 5	
DENT	ΛΙ 2.	VISION					
DENT	ALQ		al, Principal \	Vicion			
EE	23	\$46.95	\$37.56	\$4.33	\$9.39	N/A	i
DBL	11	\$88.11	\$70.49	\$8.13	\$17.62	N/A N/A	
FMY	16	\$153.20	\$122.56	\$14.14	\$30.64	N/A N/A	
MON		\$4,500	\$3,600	ا 4.14	\$900	IN/A	
		74,500	73,000		Ş500		i

46	PREMIUMS	ER COST	EE COST
COMBINE	\$70,718	\$60,612	\$10,828
COMBINE	\$848,619	\$727,350	\$129,940
% OF COS	T	85.7%	15.3%

rent Year Costs		

	Proposed Renewal with PA 152 Hard Cap						
	PREMIUM	ER MNTH	EE WEEK	EE MNTH	ER HSA CONT		
	RENV	VAL PLAN / Co	ontributions		Monthly		
	MEDICAL OPTIO	N 1					
	BCBS PPO 80% \$	1,500/\$3,00	0				
10	\$851.21	\$661.84	\$87.40	\$189.37	N/A		
6	\$2,042.91	\$1,384.12	\$304.06	\$658.80	N/A		
12	\$2,553.63	\$1,805.03	\$345.51	\$748.61	N/A		
	\$51,413	\$36,583		\$14,830			
	15.12%				\$51,413.12		
i	MEDICAL OPTIO	N 2					
	BCBS HSA 80% \$						
5	\$761.39	\$661.84	\$45.95	\$99.55	\$0.00		
1	\$1,827.34	\$1,384.12	\$204.57	\$443.23	\$0.00		
3	\$2,284.19	\$1,805.03	\$221.15	\$479.17	\$0.00		
	\$12,487	\$10,108		\$2,378	\$0		
	17.33%				\$12,486.86		
	MEDICAL OPTIO						
	BCBS HSA 80% \$						
1	\$649.84	\$661.84	\$0.00	\$0.00	\$12.00		
1	\$1,559.58	\$1,384.12	\$80.98	\$175.47	\$0.00		
3	\$1,949.49	\$1,805.03	\$66.68	\$144.47	\$0.00		
	\$8,058	\$7,461		\$609	\$12		
	15.92%				\$8,069.89		
ı	MEDICAL OPTIO						
	BCBS HAS 100%						
2	\$615.22	\$661.84	\$0.00	\$0.00	\$46.62		
1	\$1,476.53		\$42.65	\$92.42	\$0.00		
1	\$1,845.66	\$1,805.03	\$18.75	\$40.64	\$0.00		
	\$4,553	\$4,513		\$133	\$93		
	14.88%				\$4,645.87		
	DENTAL & VISIO						
	DELTA Dental, P						
23	\$46.95	\$37.56	\$4.33	\$9.39	N/A		
11	\$88.11	\$70.49	\$8.13	\$17.62	N/A		
16	\$153.20	\$122.56	\$14.14	\$30.64	N/A		
	\$4,500	\$3,600		\$900			

PREMIUMS	ER COST	EE COST	
\$81,116	\$62,266	\$18,850	
\$973,392	\$747,190	\$226,202	Annually
14.7%	76.8%	23.2%	

\$19,840 Projected employer cost increase

Cash in Leiu	ı - Receive \$2500	
13	\$208.33	
Dental and	Vision Only - Receive \$1500 Cash in Leiu	

Key Yellow = Employee Bi-Weekly Cost

	Cash in Leiu - Receive \$2500	Annual Cost	
13	\$208.33	\$32,500.00	
2	Dental and Vision Only - Receive	\$1500 Cash in Leiu	

2026 Hard Cap	Monthly
7942.09 Single	\$661.84
16609.38 Couple	\$1,384.12
21660.3 Family	\$1,805.03

MEDICAL

Current Year Costs

		PREMIUM	ER MNTH	EE WEEK	EE MNTH	ER HSA CONT	
		CU	RRENT PLAN /	Contributio	ns	Monthly	
		MEDICAL O	PTION 1				
		BCBS PPO 8	0% \$1,500/\$	3,000			
EE	10	\$739.43	\$643.19	\$44.42	\$96.24	N/A	EE
DBL	6	\$1,774.63	\$1,345.11	\$198.24	\$429.52	N/A	DOUBL
FMY	12	\$2,218.29	\$1,754.15	\$214.22	\$464.14	N/A	FAMILY
		\$44,662	\$35,552		\$9,109		
		MEDICAL O					
			0% \$2,000/\$				
EE	5	\$648.92	\$643.19			\$0.00	
DBL	1	\$1,557.40					DOUBL
FMY	3		\$1,754.15	\$88.89	\$192.60	\$0.00	FAMILY
		\$10,642	\$9,824		\$819		
		MEDICAL O					
			0% \$3,500/\$		40.00	400.50	
EE	1	\$560.59	\$643.19		\$0.00		
DBL	1	\$1,345.43		\$0.15	\$0.32		DOUBL
FMY	3		\$1,754.15	\$0.00	\$0.00	\$72.37	FAMILY
		\$6,951	\$7,251		\$0	\$300	
		MEDICAL O	PTION 4				
			00% \$6,350/	\$12.700			
EE	2	\$535.51	\$643.19		\$0.00	\$107.68	EE
DBL	1	\$1,285.24		\$0.00	\$0.00		
FMY	1		\$1,754.15	\$0.00	\$0.00		
		\$3,962.81	\$4,386		\$0	\$423	
		'					
DENT	AL &	VISION					
		DELTA Dent	al, Principal '	Vision			
EE	23	\$46.95	\$37.56	\$4.33	\$9.39	N/A	l
DBL	11	\$88.11	\$70.49	\$8.13	\$17.62	N/A	I
FMY	16	\$153.20	\$122.56	\$14.14	\$30.64	N/A	l
MON [*]	THLY	\$4,500	\$3,600		\$900		l
							-

46	PREMIUMS	ER COST	EE COST
COMBINI	\$70,718	\$60,612	\$10,828
COMBINI	\$848,619	\$727,350	\$129,940
% OF COS	ST .	85.7%	15.3%

Cash in Lei	Cash in Leiu - Receive \$2500					
13	\$208.33	3				
Dental and	l Vision Only	/ - Receive \$1500 Cash in Leiu				

Key

Yellow = Employee Bi-Weekly Cost

Self-Funded Pool (Similar) Plans

MEDICAL

	Proposed Renewal HSA Contributions of \$100/\$200							
	PREMIUM	ER MNTH	EE WEEK	EE MNTH	ER HSA CONT			
	REN	WAL PLAN /	Contributions		Monthly			
	MEDICAL OPTIO							
	Alternative Valu	0						
10	\$820.41	\$661.84	\$73.19	\$158.57	N/A			
6	\$1,845.90	\$1,384.12	\$213.13	\$461.79	N/A			
12	\$2,297.12	\$1,805.03	\$227.12	\$492.10	N/A			
	\$46,845	\$36,583		\$10,262				
	4.89%				\$46,844.94			
_	MEDICAL OPTIO	N 2						
	Alternative Valu	ie HSA 80% \$	2,000/\$4,000	0				
5	\$711.46	\$661.84	\$22.90	\$49.62	\$100.00			
1	\$1,575.78	\$1,384.12	\$88.46	\$191.67	\$200.00			
3	\$1,912.08	\$1,805.03	\$49.41	\$107.06	\$200.00			
	\$10,869	\$10,108		\$761	\$1,300			
	2.13%				\$10,869.32			
	MEDICAL OPTIO							
	Alternative Valu	ie HSA 80% \$	3,500/\$7,00	0				
1	\$679.68	\$661.84	\$8.23	\$17.84	\$100.00			
1	\$1,504.28	\$1,384.12	\$55.46	\$120.17	\$200.00			
3	\$1,823.10	\$1,805.03	\$8.34	\$18.08	\$200.00			
	\$7,653	\$7,461		\$192	\$900			
	10.10%				\$7,653.26			
	MEDICAL OPTIO							
	Alternative Valu							
2	\$616.02	\$616.02	\$0.00	\$0.00	\$100.00			
1	\$1,361.04	\$1,361.04	\$0.00	\$0.00	\$200.00			
1	\$1,644.86	\$1,644.86	\$0.00	\$0.00	\$200.00			
	\$4,238	\$4,238		\$0	\$600			
	6.94%				\$4,837.94			
	DENTAL & VISION							
	DELTA Dental, P							
23	\$46.95	\$37.56	\$4.33	\$9.39	N/A			
11	\$88.11	\$70.49	\$8.13	\$17.62	N/A			
16	\$153.20	\$122.56	\$14.14	\$30.64	N/A			
	\$4,500	\$3,600		\$900				
	-	·	<u> </u>					

PREMIUMS	ER COST	EE COST	
\$74,706	\$61,991	\$12,115 Monthly	
\$896,469	\$743,892	\$145,377 Annually	
5.6%	83.0%	16.2%	

\$16,542

Projected employer cost increase

	Cash in Leiu - Receive \$2500	Annual Cost	
13	\$208.33	\$32,500.00	
2	Dental and Vision Only - Receive \$150	00 Cash in Leiu	٦

2026 Hard Cap Monthly 7942.09 Single \$661.84 16609.38 Couple \$1,384.12 21660.3 Family \$1,805.03



Branch-Hillsdale-St. Joseph CHA - 2026 Rates

	Current	Alternative	Current	Alternative
	SB \$1500 - 0003	VALUE 1000 165	SB \$3500 - 0006	VALUE HSA 3500 155
	In-Network	In-Network	In-Network	In-Network
Individual Deductible	\$1,500	\$1,000	\$3,500	\$3,500
Family Deductible	\$3,000	\$2,000	\$7,000	\$7,000
Embedded or Agg deductible?	Embedded	Embedded	Embedded	Embedded
Coinsurance (Insurance Pays)	100%	100%	80%	80%
Individual Coinsurance Max	\$2,500	N/A	None	\$1,000
Family Coinsurance Max	\$5,000	N/A	None	\$2,000
Individual Out of Pocket Max	\$6,350	\$3,000	\$6,900	\$4,500
Family Out of Pocket Max	\$12,700	\$6,000	\$13,800	\$9,000
Preventative Care	100% covered	100% covered	100% covered	100% covered
Online Visit	\$30	\$20 copay	80% after deductible	80% after deductible
Online Mental Health Visit	\$30	\$20 copay	80% after deductible	80% after deductible
Primary Care Physician Office Visit	\$30	\$20 copay	80% after deductible	80% after deductible
Specialist Office Visit	\$30	\$40 copay	80% after deductible	80% after deductible
Urgent Care Visit	\$30	Facility: 100% after \$60 copay Physician: 100% after \$60 copay	80% after deductible	80% after deductible
Emergency Room	\$150 copay (waived if admitted)	\$150 copay (waived if admitted)	80% after deductible	80% after deductible
Chiropractic	\$30 copay 12 visits max	100% limited to 12 visits PMPY	80% after deductible, limited to 12 visits PMPY	80% after deductible, limited to 12 visits PMPY
PT/OT/Speech combined	\$30 copay 30 visits max	100% after deductible, limited to 30 combined visits PMPY	80% after deductible, limited to 30 combined visits PMPY	80% after deductible, limited to 30 combined visits PMPY
Generic	\$20	\$10 copay	\$20	\$20 copay after deductible
Preferred Brand	\$60	20% (\$80 max)	\$60	\$60 copay after deductible
Non-Preferred Brand	50% (\$100 max)	20% (\$100 max)	50% (\$100 max)	50% after deductible (\$100 max)
Preferred Specialty	\$60	20% (\$80 max)	\$60	\$60 copay after deductible
Non-Preferred Speciaty	50% (\$100 max)	20% (\$100 max)	50% (\$100 max)	50% after deductible (\$100 max)
Mandatory Mail	N	N	N	N
Mail Order Prescriptions (90 Days)	2x, Specialty not available	2x	2x, Specialty not available	2x
Private Duty Nursing	70% after deductible	90% after deductible	80% after deductible	80% after deductible
Monthly Premiums	Renewal 2026	2026 Pool Rates	Renewal 2026	2026 Pool Rates
Single	\$851.21	\$820.41	\$649.84	\$579.68
2-Person	\$2,042.91	\$1,845.90	\$1,559.58	\$1,304.28
Family	\$2,553.63	\$2,297.12	\$1,949.49	\$1,623.10
Enrollment				
Single	10	10	1	1
2-Person	4	4	2	2
Family	15	15	2	2
Total				
Estimated Monthly	\$54,988	\$50,044	\$7,668	\$6,434
Estimated Yearly	\$659,858	\$600,534	\$92,016	\$77,213
Estimated Yearly Change \$		-\$59,325		-\$14,802
Estimated Yearly Change %		-9%		-16%



Branch-Hillsdale-St. Joseph CHA - 2026 Rates

	Current	Alternative	Current	Alternative
	SB \$2000 - 0005	VALUE HSA 2000 153/154	\$8 \$6350 - 0004	VALUE HSA 6350 157
A STATE OF THE STA	In-Network	In-Network	In-Network	In-Network
individual Deductible	\$2,000	\$2,000	\$6,350	\$6,350
Family Deductible	\$4,000	\$4,000	\$12,700	\$12,700
Embedded or Agg deductible?	Aggregate	Aggregate	Embedded	Embedded
Coinsurance (Insurance Pays)	80%	80%	100%	100%
Individual Coinsurance Max	None	\$1,000	N/A	N/A
Family Coinsurance Max	None	\$2,000	N/A	N/A
individual Out of Pocket Max	\$4,000	\$3,000	\$6,350	\$6,350
Family Out of Pocket Max	\$8,000	\$6,000	\$12,700	\$12,700
Preventative Care	100% covered	100% covered	100% covered	100% covered
Online Visit	80% after deductible	80% after deductible	100% after deductible	100% after deductible
Online Mental Health Visit	80% after deductible	80% after deductible	100% after deductible	100% after deductible
Primary Care Physician Office Visit	80% after deductible	80% after deductible	100% after deductible	100% after deductible
Specialist Office Visit	80% after deductible	80% after deductible	100% after deductible	100% after deductible
		ou le alles deductale		100% aller deducable
Urgent Care Visit	80% after deductible	80% after deductible	100% after deductible	100% after deductible
Emergency Room	80% after deductible	80% after deductible	100% after deductible	100% after deductible
Chiropractic	80% after deductible, limited to 12 visits PMPY	80% after deductible, limited to 12 Visits PMPY	100% after deductible, limited to 12 visits PMPY	100% after deductible, limited to 12 visits PMPY
PT/OT/Speech combined	80% after deductible, limited to 30 combined visits PMPY	80% after deductible, limited to 30 combined visits PMPY	100% after deductible, limited to 30 combined visits PMPY	100% after deductible, limited to 30 combined visits PMPY
		P. Control of the Con		
Generic	\$20	\$10 copay after deductible	100% after deductible	100% after deductible
Preferred Brand	\$60	20% after deductible (\$80 max)	100% after deductible	100% after deductible
Non-Preferred Brand	50% (\$100 max)	20% after deductible (\$100 max)	100% after deductible	100% after deductible
Preferred Specialty	\$60	20% after deductible (\$80 max)	100% after deductible	100% after deductible
Non-Preferred Speciaty	50% (\$100 max)	20% after deductible (\$100 max)	100% after deductible	100% after deductible
Mandatory Mail	N	N	N N	N
Mail Order Prescriptions (90 Days)	2x, Specialty not available	2x	100% after deductible	2x
Private Duty Nursing	80% after deductible	80% after deductible	100% after deductible	100% after deductible
Monthly Premiums	Renewal 2026	2026 Pool Rates	Renewal 2026	2026 Pool Rates
Single	\$761.39	\$611.46	\$615.22	\$516.02
2-Person	\$1,827.34	\$1,375.78	\$1,476.53	\$1,161.04
Family	\$2,284.19	\$1,712.08	\$1,845.66	\$1,444.86
Enrollment	100500000		190000000000000000000000000000000000000	500000000000000000000000000000000000000
Single	5	5	2	2
2-Person	0	0	0	0
Family	4	4	1	1
Total		1155		
Estimated Monthly	\$12,944	\$9,906	\$3,076	\$2,477
Estimated Yearly	\$155,325	\$118,868	\$36,913	\$29,723
Estimated Yearly Change \$	3	-\$36,457		-\$7,190
Estimated Yearly Change %		-23%		-19%
	- 00	29	Total Percent Savings	-12%
			Total Savings	\$117,774,12



Delta Dental of Michigan

Renewal Rates for Branch Hillsdale St. Joseph Community Health Agency #11701 Effective January 1, 2026

Rates - Non-Retention				
Rates per enrollee per month	Current Rate(s)	Renewal Rate(s)		
	January 1, 2025 through December 31, 2025	January 1, 2026 through December 31, 2026		
Enrollee only	\$40.92	\$42.11		
Enrollee with one dependent	\$76.24	\$78.45		
Enrollee with two or more dependents	\$133.29	\$137.16		
Overall Percent Change	2.90%			

Rating Requirements

Minimum client contributions: 0 percent for employee and 0 percent for dependent(s).

Tied to medical: No

Covered Persons choosing this dental plan are required to remain enrolled for a period of 12 months. Should a Covered Person choose to drop coverage after that time, he or she may not re-enroll prior to the date on which 12 months have elapsed. An election may be revoked or changed at any time if the change is the result of a qualifying event as defined under Internal Revenue Code Section 125.

Rating Assumptions

Rates do not include any applicable claims taxes. The rates are valid only for the effective date noted above and are guaranteed for a one year non-retention contract.

Self-billing is not allowed and you agree to pay as invoiced each month.

Standard subscriber materials will be provided to you to distribute to your members. These include the Summary of Dental Plan Benefits, Certificate, and reference cards.

Printed dentist directories are not included. You can find participating dentists on our website at https://www.DeltaDentalMI.com.

The plan specifications are subject to Delta Dental's standard exclusions and limitations, including:

- Oral exams (including evaluations by a specialist) are payable twice per calendar year.
- Prophylaxes (cleanings) are payable twice per calendar year.
- People with specific at-risk health conditions may be eligible for additional prophylaxes (cleanings) or fluoride treatment. The patient should talk with his or her Dentist about treatment.
- Fluoride treatments are payable twice per calendar year for people age 18 and under.
- Bitewing X-rays are payable once per calendar year and full mouth X-rays (which include bitewing X-rays) or a panorex are payable once in any five-year period.
- > Sealants are payable once per tooth per lifetime for first permanent molars for people age eight and under and second permanent molars for people age 13 and under. The surface must be free from decay and restorations.
- Composite resin (white) restorations are payable on all teeth, including posterior teeth.
- Implants are payable once per tooth in any five-year period. Implant related services are Covered Services.
- Crowns over implants are payable once per tooth in any five-year period. Services related to crowns over implants are Covered Services.
- People with special health care needs may be eligible for additional services including exams, hygiene visits, dental case management, and sedation/anesthesia. Special health care needs include any physical, developmental, mental, sensory, behavioral, cognitive, or emotional impairment or limiting condition that requires medical management, healthcare intervention, and/or use of specialized services or programs. The condition may be congenital, developmental, or acquired through disease, trauma, or environmental cause and may impose limitations in performing daily self-maintenance activities or substantial limitations in a major life activity.

Alera Group

Branch Hillsdale St Joseph Community Health Voluntary Vision- Benefits and Cost Analysis January 1, 2026

Insurance Company		PRINCIPAL (VSP Network)		
Type of Plan		Contri	butory	
Benefits In-Network:		¢10 Canay anao	\$10.0 c	
Vision E	xam	\$10 Copay once every 12 months		
Single, Bifocal, Trif	focal	\$10 Copay once every 12 months		
Lei	nses	\$10 Copay once	every 12 months	
0		\$10 C	Copay	
Contact Le	nses	\$130 Allowance once every 12 Months		
_		\$25 Copay		
Fra 	mes	\$130 Allowance once every 24 Months		
Premiums		Current	Renewal	
Employee	14	\$4.84	\$4.84	
Two Person	16	\$9.66	\$9.66	
Family	18	\$16.04	\$16.04	
Estiamted Monthly Premium		\$511.04	\$511.04	
Estiamted Annual Premium		\$6,132.48	\$6,132.48	
% Increase from Cu	rrent		0%	
Rate Guarantee		1/1/2027		

Alera Group Branch Hillsdale St Joseph Community Health Agency

Group Life/AD&D - Benefits and Cost Analysis 1/1/2026

Insurance Company	PRINCIPAL	
Type of Plan	Employer Paid	
Benefits:		
All Full Time Employees	\$15,000	
Guaranteed Issue	Full Benefit	
	65% at Age 70;	
Age Reduction	45% at Age 75;	
	benefits will terminate upon retirement	
Premiums	Monthly Rates	
Life & A&D Volume	\$865,000	
Life Rate per \$1,000	\$0.179	
AD&D Rate per \$1,000	\$0.025	
Estimated Monthly Premium	\$176.46	
Estimated Annual Premium	\$2,117.52	
Rate Guarantee	1/1/2027	

Alera Group

Branch Hillsdale St Joseph Community Health Agency

Short Term Disability - Benefits and Cost Analysis 1/1/2025

Insurance Company	PRINCIPAL	
Type of Plan	Employer Paid	
Benefits:		
Weekly Benefit	70% to \$750	
Elimination Period	Accident - 30 days	
Euiiiiiatioii Feilou	Injury - 30 days	
Benefit Duration	26 Weeks	
Premiums	Monthly Rates	
Volume	\$38,041	
Rates per \$10 of Weekly Benefit	\$0.340	
Estimated Monthly Premium	\$1,293.39	
Estimated Annual Premium	\$15,520.73	
Rate Guarantee	1/1/2027	



Large Group Community Rated Renewal Package

for

BRANCH-HILLSDALE-ST JOS D

Customer ID: 187258

For Renewal Period Beginning: January, 2026

August 11, 2025

Blue Cross Blue Shield of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.

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600 E. Lafayette Blvd. Detroit, MI 48226-2998 bcbsm.com

It's time to renew your company's health care coverage.

As you review the enclosed renewal package, please don't hesitate to ask your trusted Blue Cross agent any questions. Our commitment for 83 years remains stronger than ever to be your employees' trusted partner. We proactively guide you and your organization to smarter, better health care by helping you achieve four key needs:

Right access

Our broad network offerings, benefit designs and value-based provider programs balance your cost, quality and access priorities, and encourage your employees to choose care thoughtfully.

Improved care

From population health to specific conditions, our solutions pro-actively address and meet the individual whole-health needs of your employees.

Plan understanding and engagement

To make the most of your benefits investment through the plan year, we personalize your employees' experience and help them better understand and use their health plan throughout the year.

Informed decisions

We know you need a strategic partner so you can make informed decisions for your organization. With Blue Cross, you'll continue to get ongoing counsel, service, data, analytics and helpful resources.

Also, Blue Cross can help you create a total benefits package to protect your employees' well-being and financial security through:

- Dental and vision care through our BlueDentalSM and BlueVisionSM plans
- Group financial protection products underwritten by Dearborn Life Insurance Company¹

Sincerely,

Jeffrey Connolly Senior Vice President

President, West Michigan and Upper Peninsula

Sandy Fester Vice President Michigan Business



How to access your Summary of Benefits and Coverage online

For Blue Cross groups:

- 1. Go to bcbsm.com and click the LOGIN
- 2. Log in as an Employer.
 - If you need to register, click on Register Now.
 - If you're already registered, enter your username and password and click LOGIN.

If you would like a paper copy, contact your Blue Cross agent.

Note: Self-funded customers will only receive a draft version, since they are solely responsible for compliance with the federal SBC rules, including SBC creation and distribution.

For BCN groups:

Prior to your renewal's start date, you can email a copy of your benefit and rate sheet to the <u>BCNSBCRequests@bcbsm.com</u> mailbox to request an SBC.

You can also contact your sales representative or agent for a copy of your SBC.

If you're an underwritten customer, your employees can:

Access their own Summary of Benefits and Coverage through their member account at bcbsm.com once their plans start.*

To receive a copy by mail, they can call the Customer Service number on the back of their Blue Cross member ID card.

*Self-funded customers are solely responsible for providing SBCs to their employees.

Groups are solely responsible for ensuring any account-based plans the group may have, such as flexible spending, health reimbursement and health savings accounts, are compliant with the SBC requirements.

Blue Cross Blue Shield of Michigan and Blue Care Network are nonprofit corporations and independent licensees of the Blue Cross and Blue Shield Association.

Dearborn Life Insurance Company is independent company and does not provide Blue Cross Blue Shield of Michigan products or services

Rate Renewal Change

BRANCH-HILLSDALE-ST JOS D

CID: 187258 Rate Effective: 01/01/2026

Rate Renewal Change

	BCBSM
Total Contracts ¹	44
Total Annual Current Premium	\$ 782,229
Total Annual Renewal Premium	\$ 903,395
Rate Change	15.49%

Factors Affecting Rate Change

	Current Period ²	Renewal Period ¹
Rating Type	Community Rated	Community Rated
Member-to-Contract Ratio	2.33	2.34
Composite Demographic Factor ³	1.0130	1.0321
Participation Adjustment	No	No
Carriers Offered	BCBSM	BCBSM

- 1. Total Contracts and Renewal premiums are based on enrollment as of February 2025
- 2. Current Period calculations are based on prior renewal development
- 3. Includes age, area, industry, and participation factors

What's next for your retiring employees?





Most likely, your employees who are 65 or older and nearing retirement are wondering about their future health care coverage.

They have questions, such as:

- What are my health plan options?
- Will I still have coverage through my employer once I retire?
- How do I enroll in a Medicare plan?
- What are the important Medicare enrollment milestones?
- What if I'm not yet eligible for Medicare?

Explaining the ins and outs of Medicare can be hard, and supporting retiring employees' health care needs when they leave your organization shouldn't be another task on your to-do list. We're ready to help.

Let us help you bridge the gap for your retiring employees so they can transition smoothly from their employer health care coverage to our individual Medicare plans. Your employees may not know they can purchase a Blue Cross Blue Shield of Michigan individual Medicare plan once they retire.

To learn more, contact a Blue Cross-authorized independent agent or email the Blue Cross dedicated individual Medicare sales team at G2ISales@bcbsm.com.

Short on time? We've got you covered.

You have access to digital resources to share with your employees planning to retire at 65. Visit our Employer Toolkit webpage at **bcbsm.com/engage-retire** for materials to empower future retirees to make confident decisions about Medicare.

You also have the option to direct employees who will need a Medicare option to our call center. Our Customer Service representatives are dedicated to supporting eligible individuals transition from group coverage to an individual Medicare Advantage plan.

Employee direct line to Blue Cross Medicare Advantage:

1-855-996-1788 from 8 a.m. to 9 p.m. Monday through Friday and seven days a week October through March TTY users, call 711

W012075



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BCBSM BENEFIT AND RATE SCHEDULE



BRANCH-HILLSDALE-ST JOS D

CID: 187258 GROUP/DIVISION: 007016029-0003

Your benefit package has been renewed at the following rates and are effective from 01/01/26 through 12/31/26.

Certificates:

SB LG SIMPLY BLUE GROUP BENEFITS CERTIFICATE LG
PDRX LG PREFERRED RX PROGRAM CERTIFICATE LG

BC-COMP GROUP MEDICARE PART A COMPLEMENTARY BENEFIT CERTIFICATE

BS 65 OPTION 1 BLUE SHIELD 65, G-I BENEFIT CERTIFICATE (OPTION 1)

Medical Riders:		Medicare Compleme	entary Medical Riders:
ADM PLANYR JAN	ADMINISTRATIVE RIDER PLAN YEAR - JANUARY	ADM MOS816 MED	ADMINISTRATIVE RIDER COMP BENEFITS - MEDICAL
SB BHOV LG	RIDER SB-BH-OV LG - SIMPLY BLUE BEHAVIORAL HEALTH OFFICE VISITS	ADM PLANYR JAN	ADMINISTRATIVE RIDER PLAN YEAR - JANUARY
			21252 222 2
SBDIN1.5K/3K LG	RIDER SBD-IN \$1500/\$3000 LG SIMPLY BLUE DEDUCTIBLE REQUIREMENT	GCP-D	RIDER GCP-D
CDD ON AVICK LO	FOR IN-NETWORK SERVICES	CDC CAT 3	DIDED CDC CAT 3. CUDCTANICE ADUCE TREATMENT DDCCDANA
SBD-ON 3K/6K LG	RIDER SBD-ON \$3000/\$6000 LG SIMPLY BLUE DEDUCTIBLE	GPC-SAT 2	RIDER GPC- SAT-2 - SUBSTANCE ABUSE TREATMENT PROGRAM
	REQUIREMENT FOR OUT-OF-NETWORK SERVICES		BENEFITS
SB-ECM-IN\$2.5KL	RIDER SB-ECM-IN \$2500 LG - SIMPLY BLUE EMBEDDED COINSURANCE	GPC-SAT-MHP-2	RIDER GPC-SAT-MHP-2 - GROUP COMPLEMENTARY SUBSTANCE ABUSE
	MAXIMUM FOR IN-NETWORK SERVICES		TREATMENT MENTAL HEALTH PARITY
SB-ECM-ON \$5K L	RIDER SB-ECM-ON \$5000 LG - SIMPLY BLUE EMBEDDED COINSURANCE	HCR MS PCB	RIDER HCR-MS-PCB - HEALTH CARE REFORM MEDICARE SUPPLEMENTAL
	MAXIMUM FOR OUT-OF-NETWORK SERVICES		PREVENTIVE CARE BENEFITS
SB-MTC \$30 LG	RIDER SB-MTC \$30 LG SIMPLY BLUE MANIPULATIVE THERAPY	HCR-MS-WCB-ECS	RIDER HCR-MS-WCB - HEALTH CARE REFORM MEDICARE
			SUPPLEMENTAL WOMENS CONTRACEPTIVE BENEFITS
SBOPMIN 6350 LG	RIDER SB-OPM-IN \$6350 LG SIMPLY BLUE ANNUAL OUT-OF-POCKET		
	MAXIMUM FOR IN-NETWORK SERVICES		
SBOPMON12.7K LG	RIDER SB-OPM-ON \$12700 LG SIMPLY BLUE ANNUAL OUT-OF-POCKET		
	MAXIMUM FOR OUT-OF-NETWORK SERVICES		
SB-OV \$30 LG	RIDER SB-OV \$30 LG - SIMPLY BLUE OFFICE VISIT COPAYMENT		
• • • •	REQUIREMENT		
SB-UC \$30 LG	RIDER SB-UC \$30 LG - SIMPLY BLUE URGENT CARE VISIT COPAYMENT		
	REQUIREMENT		
	negoment.		

Pharmacy Riders:		Medicare Complementary Pharmacy Riders:		
206050%CRXCMLG	RIDER PD-TTC \$20/\$60/50%/\$80/\$100-RXCM LG - PRESCRIPTION DRUG	206050%CRXCMLG	RIDER PD-TTC \$20/\$60/50%/\$80/\$100-RXCM LG - PRESCRIPTION DRUG	
	TRIPLE TIER COPAYMENT WITH MINIMUM AND MAXIMUM AMOUNTS		TRIPLE TIER COPAYMENT WITH MINIMUM AND MAXIMUM AMOUNTS	
	AND A COST MANAGEMENT PROGRAM		AND A COST MANAGEMENT PROGRAM	
PD-XED-MHP LG	RIDER PD-XED-MHP LG PRESCRIPTION DRUG - EXCLUDES ELECTIVE	ADM MOS816 RX	ADMINISTRATIVE RIDER COMP BENEFITS - DRUG	
	DRUGS - MENTAL HEALTH PARITY			
		PD-XED-MHP LG	RIDER PD-XED-MHP LG PRESCRIPTION DRUG - EXCLUDES ELECTIVE	
			DRUGS - MENTAL HEALTH PARITY	



BRANCH-HILLSDALE-ST JOS D

CID: 187258 GROUP/DIVISION: 007016029-0003

Your benefit package has been renewed at the following rates and are effective from 01/01/26 through 12/31/26.

Rates:							
	0. 0	T	DI G	DI CITT		5	10.1
Monthly Premium Rates	Benefit ID	Total	Blue Cross	Blue Shield	Drug	Dental	Vision
One Person Regular	0000 B8TG	\$851.21	\$413.65	\$244.64	\$192.92		
Two Person Regular	0000 B8TG	\$2,042.91	\$992.76	\$587.14	\$463.01		
Family Regular	0000 B8TG	\$2,553.63	\$1,240.95	\$733.92	\$578.76		
One Complementary	0000 7H9V	\$1,425.04	\$442.70	\$193.31	\$789.03		
Two Complementary	0000 7H9V	\$2,850.08	\$885.40	\$386.62	\$1,578.06		
Three Complementary	0000 7H9V	\$4,275.12	\$1,328.10	\$579.93	\$2,367.09		
,	0000 7115 0	ψ+,E13.1E	71,320.10	Ç575.55	72,307.03		
1 Person & 1 Complementary	0000 7H9V	\$2,276.25	\$856.35	\$437.95	\$981.95		
		\$2,276.25			\$901.93		
2 Person & 1 Complementary	0000 7H9V	\$3,467.95	\$1,435.46	\$780.45	\$1,252.04		
Family & 1 Complementary	0000 7H9V	\$3,978.67	\$1,683.65	\$927.23	\$1,367.79		
1 Person & 2 Complementary	0000 7H9V	\$3,701.29	\$1,299.05	\$631.26	\$1,770.98		
2 Person & 2 Complementary	0000 7H9V	\$4,892.99	\$1,878.16	\$973.76	\$2,041.07		
Family & 2 Complementary	0000 7H9V	\$5,403.71	\$2,126.35	\$1,120.54	\$2,156.82		
1 Person & 3 Complementary	0000 7H9V	\$5,126.33	\$1,741.75	\$824.57	\$2,560.01		
2 Person & 3 Complementary	0000 7H9V	\$6,318.03	\$2,320.86	\$1,167.07	\$2,830.10		
Family & 3 Complementary	0000 7H9V			\$1,313.85	\$2,945.85		
ranning & 3 complementary	0000 7 119 0	\$6,828.75	\$2,569.05	\$1,515.65	\$2,945.65		
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RRLS			4.7011	4.2995	11.4901		

 ${\tt BCBSM}\ reserves\ the\ right\ to\ adjust\ rate\ if\ any\ of\ the\ assumptions\ or\ calculations\ used\ to\ develop\ the\ rates\ are\ incorrect.$

If you have questions or wish to discuss other BCBSM benefit plans, please contact your BCBSM Regional Sales Office or Agent. We at BCBSM appreciate your business and look forward to providing your continuing health benefit needs.

BCBSM BENEFIT AND RATE SCHEDULE



BRANCH-HILLSDALE-ST JOS D

CID: 187258 GROUP/DIVISION: 007016029-0004

Your benefit package has been renewed at the following rates and are effective from 01/01/26 through 12/31/26.

Certificates:	
SBD HSA-E LG	SIMPLY BLUE HEALTH SAVINGS ACCOUNT WITH PRESCRIPTION DRUGS EMBEDDED COST-SHARING GROUP BENEFITS CERTIFICATE LG
BC-COMP	GROUP MEDICARE PART A COMPLEMENTARY BENEFIT CERTIFICATE
BS 65 OPTION 1 PDRX LG	BLUE SHIELD 65, G-I BENEFIT CERTIFICATE (OPTION 1) PREFERRED RX PROGRAM CERTIFICATE LG

Medical Riders:		Medicare Complementary Medical Riders:			
ADM MVP LG	ADMINISTRATIVE FORM MVP LG - MINIMUM VALUE PLAN	ADM MOS816 MED	ADMINISTRATIVE RIDER COMP BENEFITS - MEDICAL		
ADM PLANYR JAN	ADMINISTRATIVE RIDER PLAN YEAR - JANUARY	ADM PLANYR JAN	ADMINISTRATIVE RIDER PLAN YEAR - JANUARY		
CDH-HSA	ADMINISTRATIVE FORM CDH-HSA - CONSUMER DIRECTED HEALTHCARE	GCP-D	RIDER GCP-D		
	HEALTH SAVINGS ACCOUNT				
HEQ	ADMINISTRATIVE FORM HEQ - HEALTHEQUITY	GPC-SAT 2	RIDER GPC- SAT-2 - SUBSTANCE ABUSE TREATMENT PROGRAM		
			BENEFITS		
HSA-OP-E6350IN	RIDER SBD-HSA-OPM-E \$6350-IN \$15000-ON LG - SIMPLY BLUE HEALTH	GPC-SAT-MHP-2	RIDER GPC-SAT-MHP-2 - GROUP COMPLEMENTARY SUBSTANCE ABUSE		
	SAVINGS ACCOUNT ANNUAL OUT-OF-POCKET MAXIMUMS		TREATMENT MENTAL HEALTH PARITY		
SBDHSAC0IN20ONL	RIDER SBD-HSA-C 0%-IN 20%-ON LG - SIMPLY BLUE HEALTH SAVINGS	HCR MS PCB	RIDER HCR-MS-PCB - HEALTH CARE REFORM MEDICARE SUPPLEMENTAL		
	ACCOUNT COINSURANCE REQUIREMENT FOR IN-NETWORK AND OUT-		PREVENTIVE CARE BENEFITS		
	OF-NETWORK SERVICES				
SBDHSA-D-E 6350	RIDER SBD-HSA-D-E 6350/12700-IN 12700/25400-ON LG - SIMPLY BLUE	HCR-MS-WCB-ECS	RIDER HCR-MS-WCB - HEALTH CARE REFORM MEDICARE		
	HEALTH SAVINGS ACCOUNT DEDUCTIBLE REQUIREMENT		SUPPLEMENTAL WOMENS CONTRACEPTIVE BENEFITS		

Pharmacy Riders:		Medicare Complementary Pharmacy Riders:		
PD-RX-CM LG	RIDER PD-RX-CM LG - PRESCRIPTION DRUG COST MANAGEMENT	ADM MOS816 RX	ADMINISTRATIVE RIDER COMP BENEFITS - DRUG	
		PD-RX-CM LG	RIDER PD-RX-CM LG - PRESCRIPTION DRUG COST MANAGEMENT	



BRANCH-HILLSDALE-ST JOS D

CID: 187258 GROUP/DIVISION: 007016029-0004

Your benefit package has been renewed at the following rates and are effective from 01/01/26 through 12/31/26.

Rates:	Tour benefit package has be				<u> </u>		
	D 6: 15		DI G	DI - 21 - 1 -		2	
Monthly Premium Rates	Benefit ID	Total	Blue Cross	Blue Shield	Drug	Dental	Vision
One Person Regular Two Person Regular	0000 9NLN	\$615.22	\$328.09	\$163.38	\$123.75		
Family Regular	0000 9NLN 0000 9NLN	\$1,476.53 \$1,845.66	\$787.42 \$984.27	\$392.11 \$490.14	\$297.00 \$371.25		
r anny riegalar	GOOD SIVER	\$1,643.00	\$304.27	Ş430.14	Ş371.23		
One Complementary	0000 7V3J	\$1,682.76	\$442.70	\$193.31	\$1,046.75		
Two Complementary	0000 7V3J	\$3,365.52	\$885.40	\$386.62	\$2,093.50		
Three Complementary	0000 7V3J	\$5,048.28	\$1,328.10	\$579.93	\$3,140.25		
1 Person & 1 Complementary	0000 7V3J	\$2,297.98	\$770.79	\$356.69	\$1,170.50		
2 Person & 1 Complementary	0000 7V3J	\$3,159.29	\$1,230.12	\$585.42	\$1,343.75		
Family & 1 Complementary 1 Person & 2 Complementary	0000 7V3J	\$3,528.42	\$1,426.97 \$1,213.49	\$683.45 \$550.00	\$1,418.00 \$2,217.25		
2 Person & 2 Complementary	0000 7V3J 0000 7V3J	\$3,980.74 \$4,842.05	\$1,672.82	\$778.73	\$2,390.50		
Family & 2 Complementary	0000 7V3J	\$5,211.18	\$1,869.67	\$876.76	\$2,464.75		
1 Person & 3 Complementary	0000 7V3J	\$5,663.50	\$1,656.19	\$743.31	\$3,264.00		
2 Person & 3 Complementary	0000 7V3J	\$6,524.81	\$2,115.52	\$972.04	\$3,437.25		
Family & 3 Complementary	0000 7V3J	\$6,893.94	\$2,312.37	\$1,070.07	\$3,511.50		
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RRLS			4.7011	4.2995	11.4901		

 ${\tt BCBSM}\ reserves\ the\ right\ to\ adjust\ rate\ if\ any\ of\ the\ assumptions\ or\ calculations\ used\ to\ develop\ the\ rates\ are\ incorrect.$

If you have questions or wish to discuss other BCBSM benefit plans, please contact your BCBSM Regional Sales Office or Agent. We at BCBSM appreciate your business and look forward to providing your continuing health benefit needs.

BCBSM BENEFIT AND RATE SCHEDULE



BRANCH-HILLSDALE-ST JOS D

CID: 187258 GROUP/DIVISION: 007016029-0005

Your benefit package has been renewed at the following rates and are effective from 01/01/26 through 12/31/26.

Cert		

SBD HSA LG SIMPLY BLUE HEALTH SAVINGS ACCOUNT GROUP BENEFITS CERTIFICATE

WITH PRESCRIPTION DRUGS LG

BC-COMP GROUP MEDICARE PART A COMPLEMENTARY BENEFIT CERTIFICATE

BS 65 OPTION 1 BLUE SHIELD 65, G-I BENEFIT CERTIFICATE (OPTION 1)

PDRX LG PREFERRED RX PROGRAM CERTIFICATE LG

Medical Riders:		Medicare Compleme	entary Medical Riders:
ADM PLANYR JAN	ADMINISTRATIVE RIDER PLAN YEAR - JANUARY	ADM MOS816 MED	ADMINISTRATIVE RIDER COMP BENEFITS - MEDICAL
CDH-HSA	${\bf ADMINISTRATIVE} \ {\bf FORM} \ {\bf CDH\text{-}HSA\text{-}CONSUMER} \ {\bf DIRECTED} \ {\bf HEALTHCARE}$	ADM PLANYR JAN	ADMINISTRATIVE RIDER PLAN YEAR - JANUARY
	HEALTH SAVINGS ACCOUNT		
DHSAD2KIN4KONLG	RIDER SBD-HSA-D 2000/4000-IN 4000/8000-ON LG SIMPLY BLUE HSA	GCP-D	RIDER GCP-D
	DEDUCTIBLE REQUIREMENT		
DHSAOPM4KIN8KOL	RIDER SBD-HSA-OPM \$4000-IN \$8000-ON LG - SIMPLY BLUE HSA	GPC-SAT 2	RIDER GPC- SAT-2 - SUBSTANCE ABUSE TREATMENT PROGRAM
	ANNUAL OUT-OF-POCKET MAXIMUMS		BENEFITS
HEQ	ADMINISTRATIVE FORM HEQ - HEALTHEQUITY	GPC-SAT-MHP-2	RIDER GPC-SAT-MHP-2 - GROUP COMPLEMENTARY SUBSTANCE ABUSE
			TREATMENT MENTAL HEALTH PARITY
		HCR MS PCB	RIDER HCR-MS-PCB - HEALTH CARE REFORM MEDICARE SUPPLEMENTAL
			PREVENTIVE CARE BENEFITS
		HCR-MS-WCB-ECS	RIDER HCR-MS-WCB - HEALTH CARE REFORM MEDICARE
			SUPPLEMENTAL WOMENS CONTRACEPTIVE BENEFITS

Pharmacy Riders:		Medicare Complementary Pharmacy Riders:		
206050 80/100LG	RIDER PD-CR \$20/\$60/50%-\$80-\$100 LG - PRESCRIPTION DRUGS COST-	206050 80/100LG RIDER PD-CR \$20/\$60/50%-\$80-\$100 LG - PRESCRIPTION DRUGS C		
	SHARING LG		SHARING LG	
PD-PDL-PA-2xLG	RIDER PD-PDL-PA-2x LG - PRESCRIPTION DRUG PREFERRED DRUG LIST	ADM MOS816 RX	ADMINISTRATIVE RIDER COMP BENEFITS - DRUG	
	WITH PRIOR AUTHORIZATION - 2x			
		PD-PDL-PA-2xLG	RIDER PD-PDL-PA-2x LG - PRESCRIPTION DRUG PREFERRED DRUG LIST	
			WITH PRIOR AUTHORIZATION - 2x	



BRANCH-HILLSDALE-ST JOS D

CID: 187258 GROUP/DIVISION: 007016029-0005

Your benefit package has been renewed at the following rates and are effective from 01/01/26 through 12/31/26.

Rates:							
Monthly Premium Rates	Benefit ID	Total	Blue Cross	Blue Shield	Drug	Dental	Vision
One Person Regular	0000 COML	\$761.39	\$391.93	\$226.41	\$143.05		
Two Person Regular	0000 COML	\$1,827.34	\$940.63	\$543.39	\$343.32		
Family Regular	0000 C0ML	\$2,284.19	\$1,175.79	\$679.24	\$429.16		
One Complementary	0000 7QH4	\$1,421.59	\$442.70	\$193.31	\$785.58		
Two Complementary	0000 7QH4	\$2,843.18	\$885.40	\$386.62	\$1,571.16		
Three Complementary	0000 7QH4	\$4,264.77	\$1,328.10	\$579.93	\$2,356.74		
1 Person & 1 Complementary	0000 7QH4	\$2,182.98	\$834.63	\$419.72	\$928.63		
2 Person & 1 Complementary	0000 7QH4	\$3,248.93	\$1,383.33	\$736.70	\$1,128.90		
Family & 1 Complementary	0000 7QH4	\$3,705.78	\$1,618.49	\$872.55	\$1,214.74		
1 Person & 2 Complementary	0000 7QH4	\$3,604.57	\$1,277.33	\$613.03	\$1,714.21		
2 Person & 2 Complementary	0000 7QH4	\$4,670.52	\$1,826.03	\$930.01	\$1,914.48		
Family & 2 Complementary	0000 7QH4	\$5,127.37	\$2,061.19	\$1,065.86	\$2,000.32		
1 Person & 3 Complementary	0000 7QH4	\$5,026.16	\$1,720.03	\$806.34	\$2,499.79		
2 Person & 3 Complementary	0000 7QH4	\$6,092.11	\$2,268.73	\$1,123.32	\$2,700.06		
Family & 3 Complementary	0000 7QH4	\$6,548.96	\$2,503.89	\$1,259.17	\$2,785.90		
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RRLS			4.7011	4.2995	11.4901		

 ${\tt BCBSM}\ reserves\ the\ right\ to\ adjust\ rate\ if\ any\ of\ the\ assumptions\ or\ calculations\ used\ to\ develop\ the\ rates\ are\ incorrect.$

If you have questions or wish to discuss other BCBSM benefit plans, please contact your BCBSM Regional Sales Office or Agent. We at BCBSM appreciate your business and look forward to providing your continuing health benefit needs.

BCBSM BENEFIT AND RATE SCHEDULE



BRANCH-HILLSDALE-ST JOS D

CID: 187258 GROUP/DIVISION: 007016029-0006

Your benefit package has been renewed at the following rates and are effective from 01/01/26 through 12/31/26.

Certificates:	
SBD HSA-E LG	SIMPLY BLUE HEALTH SAVINGS ACCOUNT WITH PRESCRIPTION DRUGS EMBEDDED COST-SHARING GROUP BENEFITS CERTIFICATE LG
BC-COMP	GROUP MEDICARE PART A COMPLEMENTARY BENEFIT CERTIFICATE
BS 65 OPTION 1 PDRX LG	BLUE SHIELD 65, G-I BENEFIT CERTIFICATE (OPTION 1) PREFERRED RX PROGRAM CERTIFICATE LG

Medical Riders:		Medicare Compleme	entary Medical Riders:
ADM PLANYR JAN	ADMINISTRATIVE RIDER PLAN YEAR - JANUARY	ADM MOS816 MED	ADMINISTRATIVE RIDER COMP BENEFITS - MEDICAL
CDH-HSA	ADMINISTRATIVE FORM CDH-HSA - CONSUMER DIRECTED HEALTHCARE	ADM PLANYR JAN	ADMINISTRATIVE RIDER PLAN YEAR - JANUARY
	HEALTH SAVINGS ACCOUNT		
HEQ	ADMINISTRATIVE FORM HEQ - HEALTHEQUITY	GCP-D	RIDER GCP-D
HSADOPME\$69KLG	RIDER SBD-HSA-OPM-E-\$6900 IN/\$13800 ON LG - SIMPLY BLUE HSA	GPC-SAT 2	RIDER GPC- SAT-2 - SUBSTANCE ABUSE TREATMENT PROGRAM
	WITH PRESCRIPTION DRUGS EMBEDDED ANNUAL OUT-OF-POCKET		BENEFITS
	MAXIMUMS		
SBDHSA-D-E3500	RIDER SBD-HSA-D-E \$3500/\$7000 IN/ \$7000/\$14000 ON LG - SIMPLY	GPC-SAT-MHP-2	RIDER GPC-SAT-MHP-2 - GROUP COMPLEMENTARY SUBSTANCE ABUSE
	BLUE HEALTH SAVINGS ACCOUNT EMBEDDED COST-SHARING		TREATMENT MENTAL HEALTH PARITY
	DEDUCTIBLE REQUIREMENT		
		HCR MS PCB	RIDER HCR-MS-PCB - HEALTH CARE REFORM MEDICARE SUPPLEMENTAL
			PREVENTIVE CARE BENEFITS
		HCR-MS-WCB-ECS	RIDER HCR-MS-WCB - HEALTH CARE REFORM MEDICARE
			SUPPLEMENTAL WOMENS CONTRACEPTIVE BENEFITS

Pharmacy Riders:		Medicare Complementary Pharmacy Riders:		
206050 80/100LG	RIDER PD-CR \$20/\$60/50%-\$80-\$100 LG - PRESCRIPTION DRUGS COST-	206050 80/100LG	RIDER PD-CR \$20/\$60/50%-\$80-\$100 LG - PRESCRIPTION DRUGS COST-	
	SHARING LG		SHARING LG	
PD-PDL-PA-2xLG	RIDER PD-PDL-PA-2x LG - PRESCRIPTION DRUG PREFERRED DRUG LIST WITH PRIOR AUTHORIZATION - 2x	ADM MOS816 RX	ADMINISTRATIVE RIDER COMP BENEFITS - DRUG	
		PD-PDL-PA-2xLG	RIDER PD-PDL-PA-2x LG - PRESCRIPTION DRUG PREFERRED DRUG LIST WITH PRIOR AUTHORIZATION - 2x	



BRANCH-HILLSDALE-ST JOS D

CID: 187258 GROUP/DIVISION: 007016029-0006

Your benefit package has been renewed at the following rates and are effective from 01/01/26 through 12/31/26.

Monthly Premium Rates Benefit ID Total Blue Cross Blue Shield Drug Dental	Vision
One Person Regular 0000 COMM \$649.84 \$341.68 \$178.09 \$130.07 Two Person Regular 0000 COMM \$1,559.58 \$820.02 \$427.40 \$312.16 Family Regular 0000 COMM \$1,949.49 \$1,025.03 \$534.26 \$390.20 One Complementary 0000 TQH4 \$1,421.59 \$442.70 \$193.31 \$785.58 Two Complementary 0000 TQH4 \$2,843.18 \$885.40 \$386.62 \$1,571.16 Three Complementary 0000 TQH4 \$2,843.18 \$885.40 \$579.93 \$2,356.74 1 Person & 1 Complementary 0000 TQH4 \$4,264.77 \$1,328.10 \$579.93 \$2,356.74 1 Person & 1 Complementary 0000 TQH4 \$2,071.43 \$784.38 \$371.40 \$915.65 2 Person & 1 Complementary 0000 TQH4 \$2,981.17 \$1,262.72 \$620.71 \$1,097.74 Family & 1 Complementary 0000 TQH4 \$3,371.08 \$1,467.73 \$727.57 \$1,175.78 1 Person & 2 Complementary 0000 TQH4 \$3,493.02 \$1,227.08 \$564.71	Vision
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If you have questions or wish to discuss other BCBSM benefit plans, please contact your BCBSM Regional Sales Office or Agent. We at BCBSM appreciate your business and look forward to providing your continuing health benefit needs.

Contractual Agreement for Public Health Medical Direction between the Branch-Hillsdale-St. Joseph Community Health Agency and Dr. Karen Luparello, D.O.

I. Purpose

This contract is executed by and between the Branch-Hillsdale-St. Joseph Community Health Agency (Agency) and Dr. Karen Luparello (Medical Director) for the purpose of providing qualified Public Health Medical Direction to the Agency as required by the Public Health Code (Act 368 of Public Acts of 1978). The term of this Agreement shall be for one (1) year beginning October 1, 2025 through September 30, 2026.

II. Responsibilities of the Branch-Hillsdale-St. Joseph Community Health Agency

The Agency shall supply the following accommodations and personnel for the Medical Director.

- a. Access to office space in the Agency's buildings;
- b. Office supplies and materials necessary to discharge responsibilities as the Agency's Medical Director:
- c. Technical assistance in the form of data collection, research, and report preparation.

III. Responsibilities of the Medical Director

The Medical Director is responsible for developing and reviewing policies, providing advice, and issuing medical orders to Agency's personnel with reference to public health medical concerns.

The Medical Director will serve as the medical consultant for the Board of Health and the Agency's Administrative team and the direct service personnel. The Medical Director will also be a resource for communication with other health care providers.

Specifically, the Medical Director shall:

- a. Function as part of the administrative team by providing appropriate medical input to the administrative decision-making process as it relates to the health of the community and the functioning of the Agency. Collaborate with and be responsible to the Health Officer.
- b. Review, revise and update medical policies and procedures and sign guidelines, protocols, and standing orders for services provided by the Agency; including Communicable Disease Control, Immunizations, etc.
- c. Evaluate medical components of clinical programs and make recommendations to Health Officer.
- d. Will be a medical liaison for the Agency with the physician community; provide advice and consultation on public health issues, respond to inquiries from physicians on medical matters.
- Assist administrative personnel in assessing continuing education needs of professional staff; provide necessary training and/or make recommendations for meeting continuing education needs.
- f. Serve in the capacity as Lab Director for Agency for CLIA/Accreditation purposes.

Page **1** of **4**

- g. Assist the Agency personnel in determining public health trend analysis.
- h. Maintain reliable contact methods such that the Agency personnel are able to establish contact at all times.
- i. Provide for a qualified back-up in the event that reliable contact is not possible.
- j. Pursue continuing medical education to maintain licensure.
- k. Maintain current Drug Control licenses for each the Agency's sites.
- I. Function as an integral member of the Agency's Emergency Preparedness Team addressing the medical and health components of an All Hazards plan, which includes, but is not limited to, WMD, CBRNE and other public health threats.

The above list of job areas is intended to describe the general nature and level of work performed by the Medical Director and is not intended to be an exclusive list of responsibilities.

IV. Time Commitment of Medical Director to Agency

The Medical Director shall commit such time and effort as may be required to discharge medical director duties as described above in a professional and competent manner.

It is understood by the parties to this Agreement that the average documented direct and indirect medical direction time committed to the Agency shall be no less than sixteen (16) hours per week. Indirect time refers to those medical direction activities which apply to development of a communicable disease control policy, attending Public Health related meeting, attending the Board of Health meeting, and completing and maintaining educational courses necessary to comply with the requirements of a local public health Medical Director. It is specifically understood and agreed that a minimum of four hours per week will be performed on-site at one of the Agency's facilities.

V. Professional Liability Insurance

The Medical Director shall be covered by the Agency's malpractice liability insurance while performing duties & activities as the Agency's Medical Director. The insurance coverage shall be in effect for the term of this Agreement.

VI. Compensation

Compensation to the Medical Director shall be \$52,500 per fiscal year. During the terms of this contract the Medical Director shall be granted any percentage increase in pay as approved by the Board of Health for employees of this agency. The Agency shall process payment on a monthly basis. Reimbursement for travel that is necessary to perform the duties as the Agency's Medical Director shall be paid at the Agency's mileage rate as set by the Agency's Board of Health. Mileage will be calculated from the Medical Director's residence. The amount of the mileage reimbursement paid to the Medical Director may not exceed \$6,000 in any fiscal year. A cell phone allowance of \$20.00 per month will be paid to the Medical Director.

VII. Changes in the Agreement

Any changes which will significantly affect the provision of medical direction services shall be agreed upon, in writing, by the parties prior to implementation of the changes with an appropriate addendum attached to this Agreement.

VIII.. Independent Contractor Status.

The parties agree that Medical Director is an independent contractor. In her capacity as an independent contractor, Medical Director agrees to and represents the following:

- Medical Director has the right and does fully intend to perform services for third parties during the term of this Agreement.
- Medical Director has the sole right to control and direct the means, manner, and method by which
 the services required by this Agreement will be performed.
- Subject to the limitations set forth in this agreement, Medical Director has the right to perform the services required by this Agreement at any place or location and at such times as she may determine.

The parties acknowledge and agree that Health Department is entering into this Agreement with reliance on the representations made by the Medical Director relative to its independent contractor status.

IX. With Holding of State and Federal Taxes.

Health Department will not withhold FICA (Social Security and Medicare taxes) from Medical Director's payments or make FICA payments on his behalf, or make state or federal unemployment compensation contributions on Medical Director's behalf, or withhold state or federal income tax from his payments. Medical Director shall pay all taxes incurred while performing services under this Agreement.

X Fringe Benefits.

Medical Director is not eligible to participate in the Agency's employee pension, health, vacation pay, sick pay, or other fringe benefit plan the Agency may offer.

XI. Insurance.

Medical Director, as an independent contractor, agrees to indemnify, defend, and hold harmless Health Department from any and all liability arising out of or in any way related to Medical Director's performance of services during the term of this Agreement.

XII. Termination

It is agreed upon by both parties that the Medical Director shall meet all Federal, State and local license authorization requirements to practice medicine. Failure to obtain and or maintain said license and authorization requirements to practice medicine and or loss of the same shall result in the immediate termination of this agreement.

It is agreed upon by both parties that the Medical Director shall be approved by the Michigan Department of Health & Human Services to serve as the Medical Director for this agency.

This Agreement may be terminated by either party by giving sixty (60) days written notice of the intention to terminate.

The individual or officer signing this Agreement of to sign on behalf of the responsible governing bo	certifies by his/her signature that he/she is authorized pard, individual, official, or agency.
Agency Rebecca A. Burns, MPH, RS, Health Officer	Date
Medical Director Karen Luparello, D.O., MPH	Date



1. Legal Responsibility

A. Authority

i. State Statutory Authority:

The Public Health Code Act 368 of 1978 established the legal foundations of the state and local health departments as reflected in Exhibit 1A-1 (Laws Applicable to Local Public Health). The Public Health Code MCL 333.2235 allows the state health department to grant local health departments authority to act on its behalf with primary responsibility in delivery of public health prevention and control. The Code further sets forth the specific authorities given to local health departments, health officers and medical directors and describes their specific powers and duties to protect the public health.

Under the Public Health Code Act 368 of 1978, MCL 333. 2433 (1) Local health department; powers and duties generally. "A local health department shall continually and diligently endeavor to prevent disease, prolong life, and promote the public health through organized programs, including prevention and control of environmental health hazards; prevention and control of diseases; prevention and control of health problems of particularly vulnerable population groups; development of health care facilities and health services delivery systems; and regulation of health care facilities and health services delivery systems to the extent provided by law.

Part (f) of this MCL says in addition "A local health department shall have powers necessary or appropriate to perform the duties and exercise the powers given by law to the local health officer and which are not otherwise prohibited by law."

Health officers have broad powers to respond to local emergencies and protect the public health. For example, MCL 333.2451 authorizes the local health officer to issue an imminent danger order within the local health department jurisdiction. Section 2455 says they may order the correction of a condition violating health laws.

In order to carry out specific emergency orders and/or other powers and duties, the Branch-Hillsdale-St. Joseph Community Health Agency has legal counsel, access to the Prosecutors Office, Circuit Court and District Courts within our jurisdiction for the issuance of warrants etc. and the support of state and local law enforcement.

The law firm of Rosati, Schultz, Joppich, & Amtsbuechler acts as our legal counsel to provide guidance with legal matters within Public Health Law.

ii. Programs and Services

Part 2235 of the Public Health Code gives broad delegator power to the Michigan Department of Health and Human Services (MDHHS) to assign primary responsibility for the delivery of services to Local Health Departments (LHDs) who meet the requirements set forth in Part 24 of the Public Health Code.

The MDHHS director, in determining the organization of services and programs which the department may establish or require under this code, shall consider a local health department which meets the requirements of part 24 to be the primary organization responsible for the organization, coordination, and delivery of those services and programs in the area (Exhibit 1A-2) served by the local health department.

The Branch-Hillsdale-St. Joseph Community Health Agency (BHSJCHA) provides programs and services under the Comprehensive Planning, Budgeting and Contracting Agreement which includes contractual terms on behalf of MDHHS, Department of Environmental Great Lakes and Energy (EGLE) and the Michigan Department of Agriculture and Rural Development (MDARD), as well as the Local Health Department Grant Agreement with EGLE. Through these agreements BHSJCHA complies with all program and reporting requirements provided in state and federal mandates.

iii. Local Statutory Authority

Section 2435 (d) of the Michigan Public Health Code allows governing boards of local health departments to "adopt regulations to properly safeguard the public health and to prevent the spread of diseases and sources of contamination." Under this authority Boards of Health may create proposed regulations which must be approved by the Boards of Commissioners of constituent counties. The Board of Health and the County Boards of Commissioners (for Branch, Hillsdale, & St. Joseph Counties) have established the Branch-Hillsdale-St. Joseph Community Health Agency Environmental Health Code as reflected in Exhibit 1A-3 (Environmental Health Code), which went into effect on April 1, 1991.

B. Governing Entity Relationship

The BHSJCHA can trace its roots back to the 1930s but it was organized as an 'association' relationship in 1966. On January 1, 1972, the health district was formalized by Branch, Hillsdale, and St. Joseph Counties and has continued as a three-county district health department under the authority of Section 2415 of the Michigan Public Health Code. The local public health relationship between Branch, Hillsdale, and St. Joseph Counties was further defined in Exhibit 1B-1, an intergovernmental agreement creating the Branch-Hillsdale-St. Joseph Community Health Agency on January 1, 1998, updated in 2012, and updated again in 2023. The newly signed agreement became effective on January 1, 2025 and received both MDHHS's approval and the Governor's approval in August of 2024.

Accordingly, BHSJCHA has a six-member Board of Health (two commissioners from each county), which is the Local Governing Entity for the BHSJCHA. The relationship between the three counties is defined in the Intergovernmental Agreement which was approved by all three counties, as provided for in section 2448 of the Public Health Code.

C. Civil Liability

The BHSJCHA has an intergovernmental arrangement and has been a member of the Michigan Municipal Risk Management Authority (MMRMA) since September of 1985. This arrangement provides: 1) cooperative and comprehensive risk management and loss control services; 2) provision for reinsurance, excess insurance and other provisions for payment of losses, risk financing, and related expenses; and 3) provision of administrative claims, legal defense and related general administrative services to members. This agreement indemnifies employees for civil liability sustained in the performance of official duties except for wanton and willful misconduct. This MMRMA coverage is facilitated through a regional risk manager, Lighthouse Insurance Group, as reflected in Exhibit 1C-1 (MMRMA Coverage Overview).

D. Delegation of Food Service Sanitation Program

All BHSJCHA Food Services Sanitation Program responsibilities are fulfilled solely by BHSJCHA Environmental Health Sanitarians.

2. LHD Organization

A. Organizational Chart

The BHSJCHA's Organizational Chart, approved as part of the Plan of Organization, by the Board of Health on September 25, 2025, is reflected in **Exhibit 2A-1**.

B. Budget

Budgets for the Branch-Hillsdale-St. Joseph Community Health Agency (BHSJCHA) are initially prepared by agency staff and are subject to approval by the BHSJCHA Board of Health. The original budget is developed prior to the start of each fiscal year to guide the agency's financial planning and operations. During the fiscal year, the agency typically completes at least two budget amendments, with additional amendments conducted as necessary to address operational or financial changes. Exhibit 2B-1 provides an example of an original budget, while Exhibit 2B-1 illustrates the Board of Health's formal approval process.

The BHSJCHA currently has 70.6 Full-Time Equivalent (FTE) positions organized as shown on <u>Exhibit 2B-3</u> (Agency Staffing Plan). The agency has 60 Full-Time Staff and 17 Part-Time or seasonal staff.

C. Audit Findings

The Agency has had no audit findings in the past three years. This is reflected in the Audit reports in **Exhibits <u>2C-1</u>**, <u>2C-2</u>, & <u>2C-3</u>.

D. Information Technology

The Branch-Hillsdale-St. Joseph Community Health Agency maintains two full-time staff to assure the ability and technical capacity to store, access, and distribute current public health information. BHSJCHA utilizes cloud-based software platforms to assure access, privacy, and security concerns. The major cloud-based software in use are: Abila's MIP for finance, CHAMP Nightingale Notes for Clinical Services, and Hedgehog for Environmental services. BHSJ also participates and utilizes the HAN, MCIR, and MDSS systems. The Agency is still in the process of digitizing its records, which are stored using Docuphase.

In addition to the cloud-based software, BHSJCHA maintains a robust information technology infrastructure. This technology includes servers, firewalls, internet access, video conferencing capabilities, phone systems, and a host of other programs and systems that are utilized to ensure BHSJCHA can provide public health services.

BHSJCHA communicates critical health alert information to the public, community partners, and local media outlets. Public health information is disseminated via email lists and the internet via the State of Michigan's Health Alert Network (MiHAN). Other important information is distributed by website postings (www.bhsj.org), social media (FaceBook, Instagram, YouTube, NextDoor, Hulu, and Spotify), phone, and press releases. This multi-distribution approach enables BHSJCHA to distribute both critical and noncritical information regarding public health in an accurate, timely fashion.

3. Mission, Vision, and Values

A. Agency Mission & Vision

- Mission Statement "Helping People Live Healthier."
- Vision Statement "To be the trusted health resource for all people."
- **Values**—BHSJCHA's values of Inclusion, Innovation, and Integrity guide its interactions with staff and the public.

These statements are published and shared with those that the agency serves, community partners, and others via the agency's website (www.bhsj.org), social media pages, the Strategic Plan, the Annual Report (Exhibits 3A-1, 3A-2) and in other public communications.

4. Local Planning and Collaboration Initiatives

A. Outline of Priorities

Strategic Planning at BHSJCHA was initiated by the agency's executive team, and coordinated by an external consultant who facilitated meetings and drafted the initial plan. The process included the agency's front-line staff, community partners, county officials, and board of health members who were invited to participate in the initial planning survey. Additionally, front-line staff with representation from all levels and divisions within the department participated in meetings during the planning process.

The current Strategic Plan (Exhibit 4A-1) will guide the progress toward the strategic priorities through 2026, when a new plan will be developed. The Agency will monitor and report progress of the plan execution using the VMSG dashboard software, which

will hold the entire organization accountable and track the advancement of the identified priorities.

The Strategic Priorities Identified in the 2022-2026 Strategic Plan are:

- I. <u>Employee Investment</u>. Ensure retention of a competent and satisfied workforce.
 - Create a wage equity plan and continue to present to BOH annually
 - Review and update the agency workforce development plan
 - Evaluate hiring strategies and opportunities for advancement
 - Develop and enhance employee satisfaction
- II. <u>Communication and Advocacy</u>. Assure a strong internal and external communication strategy to promote public health advocacy and to extend the reach of public health.
 - Develop and implement an internal communications plan
 - Develop and foster relationship with stakeholders to support agency mission and vision
 - Develop and implement an external communications plan
 - Expand the behavioral health collaboration
- III. <u>Programming and Policy</u>. Ensure programming policies and procedures are meeting the requirements and needs of the organization.
 - Review all existing policies for relevance
 - Conduct a CHNA and use this to assess the need for additional programs and service delivery methods to meet community needs
 - Implement the VMSG dashboard to track program compliance
 - Implement the VMSG dashboard to track policy compliance
- B. LHD Planning Activities for Priority Projects with Available Resources

Here are some examples of BHSJCHA's current agency-specific priorities and initiatives:

Community Health Needs Assessment – Due to a special funding grant from MDHHS for Workforce Development, BHSJCHA completed a Community Health Needs Assessment (CHNA) in 2023 for the tri-county area (Exhibits 4B-1, 4B-2, and 4B-3). In 2022, BHSJCHA participating in ProMedica Coldwater Hospitals CHNA. In 2025, BHSJCHA participated as a partner organization in the CHNA's for Hillsdale Hospital, Beacon Three Rivers Health, and Pivotal.

• Community Health Improvement Plan – BHSJCHA developed a Community Health Improvement Plan (CHIP) (Exhibit 4B-4) utilizing the data obtained from the CHNA in 2023. Areas of focus include maternal infant health, mental health access and advocacy.

- Performance Management by implementing VMSG Dashboard BHSJCHA has undertaken an ambitious project to implement the performance management software VMSG Dashboard. Already in use to track the Maternal Child Health grant, Quality Improvement, Office of Highway Safety Planning project, and Lock It Up campaign. BHSJCHA has also worked with the software developer to build-out Michigan Public Health Accreditation. BHSJCHA's current projects in VMSG include; the MCH grant, building out tracking the strategic plan, and implementing tracking of Michigan Public Health Accreditation. Development is slow due to the many constraints on staff time.
- Emerging Threats; PFAS, vectorborne, BHSJCHA sees emerging threats as an important focus area for staff time and program resources. These special projects include working with state partners from EGLE and MDHHS. Environmental Health collaborates on local areas of PFAS contamination as well as working during the summer months on mosquito and tick collection and identification. Beginning in the 2023 vectorborne season BHSJCHA has worked with MDHHS to add surveillance for Eastern Equine Encephalitis. Personal Health and Disease Prevention have been focused on tuberculosis and latent tuberculosis. Emerging Diseases hold an important place in public health work in Branch, Hillsdale, and St. Joseph counties. These special projects that BHSJCHA invests staff time and resources in include Tuberculosis, Latent Tuberculosis, Harmful Algal Blooms (HAB), vectorborne diseases surveillance including ticks and mosquitos.
- Community Health Worker Program In 2022, BHSJCHA was awarded grant funding to launch a Community Health Worker (CHW) Program. CHWs help residents address social determinants of health such as housing, access to care, food security, and overall health outcomes. Since its start, the program has made a meaningful difference by connecting individuals and families to insurance coverage, medication assistance, food benefits, housing, job training, and other vital supports. As a result, the CHW program has become a trusted referral resource for both community organizations and healthcare providers.

BHSJCHA also partners with Covered Bridge Healthcare, a Federally Qualified Health Center (FQHC), to provide certified CHW services directly to FQHC patients and clients. This partnership expands access to care while supporting a sustainable model for continuing the program into the future.

Most recently, BHSJCHA received a Community Impact Grant from Beacon Health Systems to provide CHW services in St. Joseph County during the last half of 2025. This new support will allow the agency to expand its reach and add additional CHW resources within the district, further strengthening its impact in the community.

 Office of Highway Safety Project In FY 2024-2025 BHSJCHA was awarded a grant to improve safety of roadways for horse and buggy transportation.

C. Community Partnerships and Collaborative Efforts

BHSJCHA's capacity to assess community health needs and address priority areas—play the role of "Chief Health Strategist"—is severely restricted due to economic struggles of rural Michigan and underfunding of local public health. However, the agency believes strongly that its partnerships with community organizations, nonprofits, and schools is essential to build up our community members, bring visibility to needs, and work collaboratively to find new solutions.

The agency continues to provide technical assistance and data specialty support for a variety of community initiatives such as Child Death Reviews, Adult Services Networks, Overdose Fatality Review, Human Services Networks, Child Abuse Prevention and Awareness committees, Great Start Collaboratives, Substance Abuse Task Forces, local emergency management and planning bodies, Medical Control Authorities, Hospital Infection Control committees, non-community water supplies, and solid waste authorities.

BHSJCHA is the fiduciary for a Cross Jurisdictional Sharing grant that pulls together key leaders from local health departments in southwest Michigan to improve Workforce Development. The deliverables from this project are available to not only the local health departments in southwest Michigan but to all in Michigan. Even during the pandemic, this group continued to meet and collaborate on projects to improve the public health workforce and improve readiness for PHAB accreditation.

BHSJCHA is serving as the fiduciary for a Cross-Jurisdictional Sharing (CJS) grant dedicated to re-establishing the Southwest Michigan Environmental Health Association (SWMEHA). SWMEHA, an affiliate of the Michigan Environmental Health Association (MEHA), includes all Sanitarians across its 16-county region as members. Prior to the pandemic, SWMEHA was an active organization that regularly hosted two regional, one-day training events each year. However, the group has been inactive since that time. Revitalizing SWMEHA will restore valuable opportunities for professional networking, leadership development, and environmental health training. In particular, the effort will help strengthen the pipeline of new Sanitarians by offering practical training and leadership experience within a supportive regional network.

Our Organizational Liaison List demonstrates the collaborative approach with our community and stakeholders (Exhibit 4C-1).

5. Service Delivery

A. Outline of Locations, Services and Hours of Operation

The BHSJCHA's locations, services and phone numbers are noted on the agency's website (www.bhsj.org/locations), Services Brochure (Exhibit 5A-1), on the Annual Report (Exhibit 3A-2, and Exhibit 3A-3), and on various other flyers and materials distributed by the agency. Hours of operation are typically 8:00 a.m. to 4:00

p.m., Monday through Friday, although certain programs (e.g., WIC and Immunizations) have expanded hours to meet client needs.

- 570 Marshall Rd., Coldwater, MI 49036
 517-279-9561
 Monday through Friday, 8:00 AM to 4:00 PM
- 20 Care Drive, Hillsdale, MI 49242
 517-437-7395
 Monday through Friday, 8:00 AM to 4:00 PM
- 1110 Hill Street, Three Rivers, MI 49093 269-273-2161
 Monday through Friday, 8:00 AM to 4:00 PM
- 1555 East Chicago Road, Suite C, Sturgis, MI 49091
 269-273-2161
 Wednesday and Thursday, 8:00 AM to 4:00 PM, Other Times By Appointment

6. Reporting and Evaluation

A. Efforts to Evaluate its Activities

The BHSJCHA maintains several in-house programs and financial monitoring systems including monthly program service reports, monthly financial status reports, program data reports generated from the agency's Abila (accounting and payroll) system, Champ Software's Nightingale Notes and HedgeHog databases, reports from various State data systems (e.g., WIC system, MCIR, and MDSS), and also uses various State program management evaluation reports and independent audits to evaluate program and financial operations. Agency management performs self-assessment activities to evaluate program operations for compliance with Minimum Program Requirements and grant deliverables.

B. Mechanisms to Report on its Activities to the Community and its Governing Entity
The Board of Health receives monthly updates on the agency's programs and financial
operations (Exhibit 6B-1). These updates are publicly accessible on the agency's
website. Monthly Board of Health meetings are video recorded and made available on
both the agency's website and YouTube channel for viewing at any time.

In addition, the Health Officer provides an annual presentation to the Boards of Commissioners of each of the three counties, which includes a review of the agency's Annual Report (<u>Exhibit 3A-3</u>). The Annual Report is also distributed widely within the community, posted on the agency's website, and shared with legislative representatives.

The agency leverages social media platforms, FaceBook, Instagram, YouTube, NextDoor, Hulu, and Spotify as a method of communicating with the community. These social media platforms along with our agency website provide up to date messaging to community members and groups. Communication with local medical professionals is accomplished by quarterly publication of "Public Health News & Views" which contains a headline article from the Medical Director and when appropriate direct email messaging on urgent matters affecting public health.

Agency staff members participate in various collaboratives and partner with community organizations within our district to engage with the community to showcase what our agency is doing and to learn what is occurring that may impact the health and wellbeing of our residents. We often attend outreach events to promote our services to the public, and maintain communication with local leaders (superintendents, elected officials, etc.) to help ensure visibility throughout the community we serve

7. Health Officer and Medical Director

- A. Procedure for Appointment of a Health Officer and Medical Director
 - Health Officer As indicated in the agency's Intergovernmental Agreement (Exhibit 1B-1), the Board of Health has responsibility for selecting and appointing the Health Officer, who shall meet the standards of training and experience established by the agency for this position. These standards are consistent with provisions in Section 2428 of the Michigan Public Health Code (including related Administrative Rules R325.13001) and as prescribed by the MDHHS.

With the immediate or impending health officer vacancy, the Board of Health shall appoint an interim health officer that will serve as the chief executive officer of the Community Health Agency until the appointment of a permanent health officer is made. The interim appointment shall be either a member of the top management staff from the Community Health Agency or a MDHHS-approved health officer from another neighboring health jurisdiction.

The Board of Health shall conduct the search for a replacement health officer using the Public Health Code and its administrative rules as guidance regarding the statutory requirements of the health officer's job scope, prior training, and experience.

The Board of Health shall conduct its job interviews in compliance with Michigan's Open Meetings Act. Information on candidates will be forwarded to MDHHS for review.

The Board of Health shall offer an individual the position of health officer, **only after obtaining written confirmation from MDHHS** that the selected health officer candidate possesses the prior training and experience as required by the Public Health Code. Written confirmation from MDHHS is defined as a letter, memorandum, or written statement approving the qualifications of the health officer candidate.

Medical Director – As indicated in the agency's Intergovernmental Agreement
(Exhibit 1B-1), the Board of Health has responsibility for selecting and appointing
the Medical Director, who shall meet the agency's employment standards consistent
with provisions in the Michigan Public Health Code (Administrative Rules
R325.13001, R325.13002 and R325.13004) and as prescribed by the MDHHS.

Upon the notification of an immediate or impending medical director vacancy, the Board of Health shall notify the Michigan Department of Community Health

(MDHHS) of such event. The Board of Health shall request that MDHHS provide consultation and guidance regarding the statutory requirements of the medical director's prior training and experience.

With the immediate or impending medical director's vacancy, the Board of Health shall appoint an interim medical director that will serve as the medical director of the Community Health Agency until the appointment of a permanent medical director is made. The interim appointment shall be a MDHHS-approved medical director from another neighboring health jurisdiction.

The Board of Health shall conduct the search for a replacement medical director using the Public Health Code and its administrative rules as guidance regarding the statutory requirements of the medical director's job scope, prior training, and experience.

The Board of Health shall conduct its job interviews in compliance with Michigan's Open Meetings Act.

The Board of Health shall offer an individual the position of medical director, **only after obtaining written confirmation from MDHHS** that the selected medical candidate possesses the prior training and experience as required by the Public Health Code and its administrative rules. Written confirmation from MDHHS is defined as a letter, memorandum, or written statement approving the qualifications of the medical director candidate.

B. MDHHS Health Officer Approval

On December 21, 2015 MDHHS approved Rebecca Burns, MPH, RS as the Health Officer for the Branch-Hillsdale-St. Joseph Community Health Agency, effective January 16, 2016 (Exhibit 7B-1).

C. MDHHS Medical Director Approval

On August 17, 2021, the Michigan Department of Health and Human Services (MDHHS) approved Dr. Karen Luparello to serve as the Provisional Medical Director for the Branch-Hillsdale-St. Joseph Community Health Agency, effective September 30, 2021. She was formally appointed as the agency's Medical Director on July 15, 2024 (Exhibit 7C-1)

8. LHD Plan of Organization Approval Form

The approval form (<u>Exhibit 8-1</u>) and LHD Plan of Organization Checklist (<u>Exhibit 8-2</u>) verify the completion of all required plan components.

Branch-Hillsdale-St.Joseph Community Health Agency Appropriations History

					_			Р	rior Year
	Per Capita - Based					Total Agency		ı	ncrease
Year	on Calendar Year	Branch	Hillsdale	St. Joseph	Total	Budget	% to Budget	(D	ecrease)
2005		273,608	278,231	372,514	\$924,353	\$5,869,966	15.75%	\$	11,411
2006		277,028	281,708	377,172	\$935,908	\$6,600,370	14.18%	\$	11,555
2007		281,877	286,635	383,772	\$952,284	\$6,865,897	13.87%	\$	16,376
2008		284,871	293,592	390,487	\$968,950	\$7,205,684	13.45%	\$	16,666
2009		293,417	302,392	402,201	\$998,010	\$7,739,501	12.90%	\$	29,060
2010		275,812	284,255	378,069	\$938,136	\$7,131,289	13.16%	\$	(59,874)
2011		248,241	268,655	340,262	\$857,158	\$7,210,148	11.89%	\$	(80,978)
2012	5.15	219,482	240,443	324,470	\$784,395	\$5,991,536	13.09%	\$	(72,763)
2013	4.42	188,371	206,360	270,923	*\$665,654	\$6,000,892	10.93%	\$	(128,741)
2014	4.42	188,371	206,360	270,923	*\$665,654	\$6,174,625	10.62%	\$	-
2015	4.42	188,371	206,360	270,923	*\$665,654	\$6,031,609	10.87%	\$	-
2016	4.57	194,764	213,364	280,118	\$688,246	\$5,926,003	11.61%	\$	22,592
2017	4.72	201,157	220,367	289,312	\$710,836	\$6,052,032	11.75%	\$	22,590
2018	4.87	207,550	227,371	298,506	\$733,427	\$6,081,668	12.06%	\$	22,591
2019	5.02	213,943	234,374	307,700	\$756,017	\$7,020,445	10.77%	\$	22,590
2020	5.02	213,942	234,374	307,700	\$756,016	\$7,765,083	9.74%	\$	-
2021	5.02	213,942	234,374	307,701	\$756,017	\$8,366,875	9.04%	\$	-
2022	5.15	223,711	235,592	313,836	\$773,139	\$8,309,241	9.30%		\$17,122
2023	5.30	230,227	242,454	322,977	\$795,657	\$8,372,787	9.50%	\$	22,519
2024	5.30	230,227	242,454	322,977	\$795,657	\$8,611,127	9.24%	\$	-
2025	5.30	230,227	242,454	322,977	\$795,657	\$9,051,356	8.79%	\$	-
2026	5.30	230,227	242,454	322,977	\$795,657	\$9,103,276	8.74%	\$	=

^{*} Maintenance of Effort (Minimum State Allowed set in FY92/93 is \$664,834)

⁺ Increase of \$22,590 must be spent on unfunded pension liability until pension plan is fully funded

No Proposed Per Capita Increases for 2026 (Due to passage of MERS Surplus draw down proposal)										
	Population					I	Increase			
	*Based on 2020	Current Per		Current	Increase		(Total \$	F	roposed	
County	Census*	Capita	Α	llocation	(Per Capita)	A	Amount)	Α	llocation	Increase
Branch*	43,439	5.30	\$	230,227		\$	=	\$	230,227	0.00%
Hillsdale	45,746	5.30	\$	242,454		\$	=	\$	242,454	0.00%
St.Joseph	60,939	5.30	\$	322,977		\$	=	\$	322,977	0.00%
Total	150,124		\$	795,657		\$	=	\$	795,657	

^{*}Census Data adjusted to remove persons incarcerated in prison. (44,862 - 1,423 = 43,439)



Contingency Planning in the Event of a State Government Shutdown

As of July 1st, the State Legislature did not pass the budget for the upcoming fiscal year, which begins on October 1st. Currently, there are significant differences between the versions proposed by the Governor and those passed by the House and Senate.

MDHHS has advised that if a budget is not finalized by October 1st, a state government shutdown should be expected. In that event, contracts with the state—including those funding our agency—will not be executed. Furthermore, MDHHS has indicated that while contracts were backdated in previous shutdowns, they cannot guarantee that this will happen again.

In response, I have been working closely with the Directors to develop a contingency plan to ensure continuity of operations and minimize disruption to services and staff. I propose the following approach:

1. Initial Two-Week Period: Continued Operations

The agency will continue normal operations for up to two weeks, utilizing our fund balance to temporarily cover expenses. This approach ensures the continuity of essential public health services required under the Public Health Code and protects the stability of our workforce. At present, the agency has reserves sufficient to cover more than two months of operating expenses.

2. If the Shutdown Extends Beyond Two Weeks: Targeted Furloughs
Should the budget impasse persist beyond this initial period, we would begin a phased furlough
of the majority of staff, retaining only those necessary to continue providing required essential
services. Furloughing, as opposed to layoffs, is a temporary measure that allows staff to return
once the budget is approved. It also offers cost savings in salary while reinforcing our
commitment to the workforce.

This plan is designed to balance fiscal responsibility with our duty to protect public health and preserve our experienced staff during a time of uncertainty. Our goal is to maintain operational integrity while allowing time for state leadership to reach a resolution.



Program: Administration **Effective Date:** 1/27/2022

Subject: Health Officer Evaluation Policy **Revised Date:** 1/23/2025

Purpose: The purpose of this policy is to define how the Health Officer will be evaluated.

Authority: Branch-Hillsdale-St. Joseph Community Health Agency Board of Health. Administrative policies shall be subject to revision or termination by the Board of Health at its discretion. This policy replaces and supersedes any prior policy on this subject matter.

Responsibility: The Board of Health or a designee appointed by the Board shall be responsible for the administration and enforcement of this policy.

Policy Statement:

The Board of Health shall evaluate the performance of the Health Officer annually at the September Board of Health meeting using the following process:

- The Secretary to the Board will provide each Commissioner assigned to the Board of Health with a link to the performance evaluation tool, after the Board of Health Meeting proceeding the evaluation.
- To validate responses for the purpose of quality control, each evaluation considered will require the author's name. Responses received with no name, or from anyone other than a current Board of Health member, will be discarded.
- Each evaluation response, in whole, will be provided in the evaluation packet for the Health Officer and the Board of Health Members. A composite of all responses will also be provided.
- The Board will be presented a copy of the annual employee satisfaction survey at least one month prior to the evaluation taking place.

Upon a satisfactory evaluation, the Board of Health may award merit pay per the negotiated contract with the Health Officer. The merit pay shall be voted on at the September meeting, and paid as a supplemental payroll charged to the fiscal year which the Health Officer was being evaluated on.



LETTER OF AGREEMENT October 27, 2022

LETTER OF AGREEMENT, by and between Rebecca Burns and the Branch-Hillsdale-St. Joseph Community Health Agency for the position of Health Officer.

This is intended to be a binding contract by and between the parties effective January 1, 2023 through December 31, 2025. Either party may terminate this agreement with or without cause upon giving a 60-day notice to the other party of the intention.

The agreed upon base salary by both parties shall be \$100,000 per year. During the terms of this contract the Health Officer shall be granted any percentage increase in pay as approved by the Board of Health for employees of this agency.

The Board of Health shall evaluate the performance of the Health Officer annually per the evaluation policy adopted by the Board of Health. Upon a satisfactory evaluation, the Board of Heath may award up to \$5,000 in merit pay.

It is hereby agreed by both parties that the Health Officer position shall be a full-time position. The duties of the position shall be defined in the job description created by the Agency and in compliance with the requirements of the State of Michigan.

It is hereby agreed by both parties that Rebecca Burns, a current employee of this Agency, will retain her current fringe benefits which are consistent with the benefits listed in the Agency's Personnel Policies; health insurance, life insurance, disability insurance, MERS, etc.

It is hereby agreed by both parties that Rebecca Burns shall be paid the agency rate per mile for necessary business travel for the completion of her assigned duties in accordance with the Agency's Travel Policy.

It is hereby agreed by both parties that Rebecca Burns shall retain her current accrued vacation and sick time and earn future vacation and sick time in compliance with the Personnel Policies of the Agency at the rate of 10 years or more of service.

It is hereby agreed by both parties that Rebecca Burns shall be reimbursed the amount of expenses incurred for the successful completion of trainings, classes, or conferences taken as deemed necessary for the position.

It is hereby agreed by both parties that if termination of this contract becomes necessary with or without cause that Rebecca Burns shall be paid any and all accrued time (vacation and sick leave) upon termination earned to date.

The terms of this contract may continue for 60 days after December 31, 2025 as long as it is mutually agreed by both parties.

Tom Matthew, Chair, Board of Health

Date: October 27, 2022

Rebecça A. Burns, MPH, RS, Health Officer

Date: 10-27-2022

PUBLIC COMMENT

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