



## June 25, 2026 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Brent Leininger at 9:00 AM with the Pledge of Allegiance to the Flag of the United States. Roll call was completed as follows: Jared Hoffmaster, Jon Houtz, Brent Leininger, Rick Shaffer, Tim Stoll, and Kevin Collins. No members were absent. Also present from BHSJ: Rebecca Burns, Theresa Fisher, Karen Luparello, Heidi Hazel, Laura Sutter, Joe Frazier, and Kris Dewey.

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

Mr. Houtz moved to approve the minutes from the May 28, 2026 meeting with support from Mr. Hoffmaster. The motion passed.

Public Comment: No public comment was given.

Rebecca Burns reviewed the monthly Health Officer's Report with the following items included: Website Redesign, Community Health Improvement/Strategic Plan, Original Budget, MERS Annual Actuarial Valuation Report, MMRMA Request, AAA Multi-Year Plan, Medical Director Agreement, Staffing Update, Annual Report Distribution, Coldwater Office, Hillsdale Office, Sturgis Office, and Three Rivers Office.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Kratom".

### Departmental Reports:

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

### Financial Reports/Expenditures

- Mr. Shaffer moved to approve the expenditures for May with support from Mr. Stoll. The motion passed.
- Mr. Hoffmaster moved to place the financials for May on file with support from Mr. Stoll. The motion passed.

### Committee Reports:

- Finance Committee – Mr. Houtz moved to approve the minutes from the June 15, 2026 Finance Committee meeting, with support from Mr. Hoffmaster. The motion passed.
- Program, Policy, & Appeals Committee – Did not meet.

### New Business:

- Mr. Hoffmaster moved to approve the FY26-27 Original Budget, as presented, with support from Mr. Collins. A roll call vote was taken and passed 6-0 (Mr. Hoffmaster, yes; Mr. Houtz, yes; Mr. Leininger, yes; Mr. Collins, yes; Mr. Shaffer, yes; Mr. Stoll, yes).
- The December 31, 2025 MERS Annual Actuarial Valuation Report was discussed but no action was taken.

Unfinished Business:

- There was no unfinished business to discuss.

Public Comment: None

With no further business, the chair adjourned the meeting at 10:09 AM.

Respectfully Submitted by:

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