

May 28, 2020 – Board of Health Meeting Minutes

The meeting was held electronically via Zoom meetings due to the COVID-19 Pandemic. The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:00 a.m. by Chairman, Bruce Caswell, with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Allan Balog, Terri Norris, Kathy Pangle, Mark Wiley, Tom Matthew, and Bruce Caswell.

Also present from BHSJ: Rebecca Burns, Dr. Vogel, Theresa Fisher, Kali Nichols, Paul Andriacchi, and Laura Sutter.

Mr. Balog moved to add the Purchase of New Vaccine Refrigerators and Discussion of COVID-19 Preparedness Planning to the Agenda under new business and to approve the agenda as amended with support from Ms. Norris. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Mr. Matthew, yes; Ms. Norris, yes; Mr. Wiley, yes)

Mr. Wiley moved to approve the minutes from the previous meeting with support from Ms. Pangle. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Mr. Matthew, yes; Ms. Norris, yes; Mr. Wiley, yes)

Public comment:

- None.

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Washington Post Article, BHSJCHA Team Work, Updated Program Activities, Local Health Officer Orders, Board Education Session, Strategic Planning, Hepatitis A Outbreak Carry-over Funds, Health Department Leases, Promotion & Education Updates, Budget Amendment, and Communicable Disease & Contract Tracing.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's reports was on Pediatric Multi-System Inflammatory Syndrome, Kawasaki Disease and Cytokine Storm.

Committee Reports:

- Finance Committee – Did not meet.
- Program, Policy, and Appeals Committee – Did not meet.

Financial Reports/Expenditures

- Ms. Pangle moved to approve the expenditures as reported with support from Ms. Norris. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Mr. Matthew, yes; Ms. Norris, yes; Mr. Wiley, yes)

Unfinished Business

- None

New Business:

- Ms. Pangle moved to approve the purchase of a new commercial vaccine refrigerator with support from Ms. Norris. A roll call vote was taken and the motion passed 6-0. (Mr. Caswell, yes; Ms. Pangle, yes; Mr. Balog, yes; Mr. Matthew, yes; Ms. Norris, yes; Mr. Wiley, yes)
- BOH Members discussed COVID-19 Preparedness Plans but no action was taken.

Department Reports

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

An educational session on Public Health Finance and Budgeting was presented by Theresa Fisher.

With no further business the meeting was adjourned at 11:15 AM.

Respectfully Submitted by:

Theresa Fisher, BS

