

BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
MINUTES OF 2-26-04 MEETING

The meeting was called to order by the Chairperson, Rodney Olney, at approximately 8:00 a.m. with the following members present:

Terry MacDonald, Alice Britton, Maxine Vanlerberg, David Pueschel, Monte Bordner

Absent: John Dobberteen

Also present: Duke E. Anderson, Maureen Petzko, Donna Cowden, Jennie Sholly, Steve Todd, Laura Suttter, John Robertson

Mr. Pueschel moved to approve the agenda as presented with support from Mrs. Britton. The motion carried.

Mr. MacDonald moved to approve the minutes from the previous meeting supported by Mrs. Britton. The motion carried.

No public comment at this time

Under Communication, the financial reports were reviewed. Mrs. Vanlerberg moved for approval of same supported by Mrs. Britton. The motion carried.

Area Agency on Aging – the report from the Coordinator was reviewed with the members present.

Prevention Services – Jennie Sholly, Director reviewed the reports with the members present.

Environmental Health – Steve Todd, Director, reviewed his department's monthly reports with the members present.

Committee Reports –

Mr. Bordner moved to approve the expenditures submitted for payment supported by Mr. MacDonald. The motion carried.

The Program, Policy and Appeals Committee had no report this month.

Old Business

Nothing to discuss

New Business – authorization for opening a safe deposit box for storing back up tapes for the master computer system was moved for approval by Mr. Bordner and support came from Mr. Pueschel. The motion carried.

Discussion on setting a new time for the Board meetings was discussed and it was determined that a 9:00 a.m. meeting time would be beneficial for all. Revision of the ByLaws will be drafted and presented at the next meeting.

At this time the meeting was adjourned.

The Board and staff stayed for a Strategic Planning Session following this meeting.

Respectfully Submitted By:

Maureen Petzko, B.A.
Secretary to the Board of Health