

BRANCH-HILLSDALE-ST. JOSEPH  
COMMUNITY HEALTH AGENCY  
BOARD OF HEALTH  
MEETING MINUTES  
OF 1-27-05

The meeting was called to order by Duke Anderson, Health Officer, with the following members present:

Robin Baker, David Pueschel, Rodney Olney, Monte Bordner, Dale Swift, Brad Densmore, and Ken Lautzenheiser

Also present: Maureen Petzko, Donna Cowden, John Robertson, Steve Todd, Jennie Sholly

Mr. Anderson proceeded with the introduction of those in attendance.

Mr. Pueschel moved to adopt the 2005 By-Laws presented supported by Mr. Densmore. Mr. Densmore made corrections and with those being noted the motion carried.

Nominations for 2005 Chairperson – each year the chair rotates from county to county and this year it is St. Joseph County turn and Vice Chair should be from Hillsdale County. At this time, a motion to nominate **Mr. Bordner for Chairperson** and close the nominations was made by Mr. Baker, supported by Mr. Pueschel. The motion carried.

Mr. Bordner took the Chair and nominations for **Vice Chairperson** were heard. Moved by Mr. Densmore to nominate **Mr. Lautzenheiser** and close the door for the nominations was support by Mr. Swift. The motion carried.

Committee Assignments were made as follows:

***Program, Policy and Appeals Committee***

Members: Baker, Swift and Lautzenheiser

***Finance Committee***

Members: Densmore, Olney and Pueschel

Mr. Swift moved to approve the Agenda as presented with one addition of a Fee Increase under New Business. Mr. Olney supported the motion. Motion carried.

Mr. Olney moved to approve the minutes from the previous meeting was made and support for the motion came from Mr. Pueschel. Motion carried.

Under Public Comment – none

Communication- Under the Health Officer's Report Mr. Anderson held an orientation session with the members present.

Financial Reports were reviewed with the members present by Donna Cowden. Discussion also took place regarding Budget Amendment, upcoming audit report and cuts proposed from the Governor. Mr. Lautzenheiser moved to accept and place on file the financial reports supported by Mr. Baker. Motion carried.

Area Agency on Aging – Mr. Anderson reported that the Coordinator, Laura Sutter was back and report next month.

Prevention Services – Jennie Sholly updated the members together with a review of the monthly reports.

Community Health Promotion – John Robertson distributed copies of the Snapshot Survey results and also reviewed with the members the monthly statistical report.

Environmental Health – Steve Todd updated the members on the water sampling being done in Leonidas. Review of the monthly statistics was also completed.

Committee Reports –

Finance Committee reviewed the expenditures submitted for payment. Mr. Pueschel moved to approve the bills for payment supported by Mr. Swift. The motion carried.

Program, Policy and Appeals Committee – no report this month

Old Business

Nothing at this time

New Business

The proposed 2005 mileage rate increase has been withdrawn

The proposed fee increase in clinical services was reviewed at this time. It was moved by Mr. Olney to approve as presented effective February 1, 2005, supported by Mr. Densmore. The motion carried.

With no further business to discuss, the meeting was adjourned. The next meeting will be on February 24, 2005.

Respectfully Submitted by:

Maureen Petzko, BA  
Secretary to the Board