

*BRANCH-HILLSDALE-ST. JOSEPH  
COMMUNITY HEALTH  
BOARD OF HEALTH  
MINUTES FROM 7-28-05 MEETING*

The meeting was called to order by the Chairperson, Monte Bordner, with the following members present: Rodney Olney, Dale Swift, Brad Dens more, Ken Lautzenheiser, David Pueschel and Robin Baker

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

Dale Swift moved to approve the agenda with the additions noted, supported by Brad Densmore. The motion carried.

Under Public Comment – there was nothing

Communications were as follows:

Duke Anderson, Health Officer, distributed his report to the members present. Discussion of the 2006 Budget Update, Part #2. Mr. Anderson reported that this past month we have received our preliminary Fiscal 2006 Budget instructions from the State. Included are several smaller cuts to the performance grants for the Diabetes Outreach Network, Family Planning Program, Immunization Action Plan and Vaccine Replacement activities and Local Tobacco Reduction Coalitions. As mentioned before, we are projected to receive an increase in our Bioterrorism and Women, Infants and children (WIC) grant allocations for the Fiscal Year 2006. Our budget instructions from the State included the statement that the allocated grant amounts were preliminary and dependent on the passing of the balanced budget for Fiscal Year 2006.

An update on the County Health Plan was also discussed. On June 24<sup>th</sup> we submitted a request to Paul Reinhart, Director of Medical Services Administrations (Medicaid) formally declaring our intention to assume responsibility for the Adult Benefit Waiver program and set up a County Health Plan for the three counties as of October 1, 2005. We have started and completed the legal processes of incorporation of the Branch-Hillsdale-St. Joseph Health Plan. This is a requirement to receive DHS payments through the State. The Internal Revenue Service has issued a tax identification number that can be used once the Health Plan is funded and operational.

The Financial Reports were reviewed by Donna Cowden, Director of Finance with the members present.

The Health Officer's Report and the Financial Reports were moved to be accepted and placed on file by Mr. Lautzenheiser and supported by Mr. Pueschel. The motion carried.

#### Area Agency on Aging

Laura Sutter, Coordinator, presented her report to the members present.

#### Prevention Services

The monthly statistics were reviewed by the members present as well as the update from the Director.

#### Community Health Promotion

The service statistic report was reviewed by the members. John Robertson, Director, also advised the members of the quarterly newsletter that was recently mailed.

#### Environmental Health

The monthly statistics were reviewed together with the food establishment report. Steve Todd, Director, gave a slide presentation on the conditions of a residence, animals and home owner.

#### Committee Reports:

Finance- the expenditures were reviewed and it was moved by Mr. Swift to approve expenditures as presented with support from Mr. Olney. The motion carried.

Program, Policy and Appeals Committee- two appeals were presented. Both appeals were denied and notification will be provided to each individual.

#### Old Business-

The minutes from the previous meeting with the proposed expenditures were reviewed and it was moved by Mr. Lautzenheiser for approval supported by Mr. Densmore. The motion carried.

New Business – Proposed fee increase for vaccines (Tetanus Diphtheria plus Pertussis Protection from 35.70 to \$46.00 effective immediately. Mr. Densmore moved to support the increase with support from Mr. Baker. The motion carried.

Mr. Lautzenheiser moved to approve the electronic transfer regarding Deferred Compensation with support from Mr. Baker. The motion carried.

Mr. Swift moved to approve the increase in mileage reimbursement for staff to 40.5 cents per mile driven supported by Mr. Olney. The motion carried. This will become effective August 1, 2005.

Mr. Lautzenheiser mentioned to the members present an Energy Audit completed in Hillsdale County.

Mr. Densmore move to adjourned the meeting with support from Mr. Olney. The motion carried.

Next meeting will be on August 25, 2005, at 9:00 a.m. in the Coldwater office.

Respectfully Submitted:

Maureen Petzko, BA.  
Secretary to the Board of Health