

BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
MEETING OF 5-26-05

The meeting of the Branch-Hillsdale-St. Joseph Community Health Agency Board of Health was called to order at 9:00 a.m. by the Chairperson, Monte Bordner, with the following members present:

Robin Baker, David Pueschel, Ken Lautzenheiser, Brad Densmore, Dale Swift

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

Mr. Lautzenheiser moved to approve the agenda as presented supported by Mr. Pueschel. The motion carried.

Mr. Swift moved to approve the minutes from the previous meeting supported by Mr. Densmore. The motion carried.

Under Communications, Mr. Anderson distributed **his Health Officer's Report** to be reviewed and discussed by the members. The purpose of this report is to update the Board of Health by describing the operational environment as it is seen and offering recommendations for improvement.

This month's findings:

1. Fiscal 2005 Michigan Department of Community Health Comprehensive, Planning, Budgeting and Contracting (CPBC) – Amendment #2. This has been prepared for review and calling for \$6,600,370.00 in expenditures and revenues. The amendment represents a 1.7% increase from amendment #1 of the Fiscal 2005 Budget of \$6,490,508.00. Amendment #2 should be the last full amendment for this fiscal year. Amendment #2 is a balanced budget that utilizes \$921,502 of our scheduled local county appropriations without utilizing any of the agency's undesignated fund equity. Amendment #2 is necessary to reflect any final anticipated revenue and expense budget adjustments.
2. Financial Analysis of the Agency's School Vision and Hearing Programs – Fiscal 2004. As was discussed at the last month's Board of Health meeting, a major problem with the Governor's Proposed Fiscal 2006 Budget is that it calls for the total elimination of state funding for school vision and hearing screening programs.

Mr. Baker moved to accept and place on file the Health Officer's Report as submitted supported by Mr. Lautzenheiser. The motion carried.

The members at this time reviewed the proposed **Budget Amendment #2 for FY 2004-05** and it was then moved to approve same by Mr. Densmore supported by Mr. Pueschel. The motion carried.

The **Financial Reports** were reviewed with the Board of Health members and Donna Cowden, Director of Finance. Mr. Pueschel moved to approve the reports supported by Mr. Swift. The motion carried.

Area Agency on Aging – Laura Sutter, Coordinator, reviewed with the members her report. The FY2004-2005 Funding Adjustments were also reviewed and it was then moved by Mr. Densmore to approve same supported by Mr. Pueschel. The motion carried.

The letter of Endorsement for Submission of the FY2005-2006 Annual Implementation Plan was discussed and it was then move for approval by Mr. Pueschel supported by Mr. Swift. The motion carried.

Prevention Services - Jennie Sholly, Director, reviewed the service statistics report and the communicable disease report with the Board members present. Also provided was an update on some of the happenings in services such as Communicable Disease, WIC, Immunization, Family Planning and Bioterrorism Emergency Preparedness.

Community Health Promotion- John Robertson, Director, gave an update to the members present.

Environmental Health – Steve Todd, Director, reviewed with the members present the monthly statistics. Update on the most recent Bioterrorism drill that took place in Hillsdale County as well as the feedback on the Certificates of Excellence for food establishments which most recently reported in local newspapers (135 certificates issues).

Committee Reports

Finance –Mr. Lautzenheiser moved to approve the expenditures as submitted supported by Mr. Pueschel. The motion carried.

Program, Policy and Appeals- nothing this month

Old Business

Nothing this month

New Business

The proposed Fee Increase for Vaccines was reviewed with the members present and it was then moved by Mr. Swift to approve supported by Mr. Densmore. The motion carried.

No other business to come before the Board therefore meeting was adjourned.

Respectfully Submitted:
Maureen S. Petzko, BA