

BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY

BOARD OF HEALTH
MEETING MINUTES
OF 12-7-2006

The Branch-Hillsdale- St. Joseph Community Health Agency Board of Health meeting was called to order at approximately 9:30 a.m. by the Chairperson, Ken Lautzenheiser, with the following members present:

Rodney Olney, Michael Dunlap, Dale Swift, Brad Densmore, David Pueschel and Robin Baker.

Also present: Steve Todd, Donna Cowden, Maureen Petzko, John Robertson, Jennie Sholly and Dr. Phillips

Mr. Swift moved to approve the agenda as prepared with the following additions, Executive Session to discuss personnel issue, flu vaccine under New Business. With these additions the motion was supported by Mr. Pueschel. The motion carried.

Mr. Baker moved to approve the corrected copy of the minutes from the previous meeting supported by Mr. Swift. The motion carried.

Under Public Comment there was nothing at this time.

COMMUNICATION

The Program, Policy and Appeals Committee heard an Appeal request prior to the meeting at which time the Committee recommends that a new well be installed together with detailed plan be submitted for review including dry well plans to the Health Department. Motion made by Mr. Dunlap supported by Mr. Swift. The motion carried.

Dr. Phillips was next with a presentation to the Board of Health members on Social Justice.

Health Officer's Report – Steve Todd gave his monthly report to the members present. Steve indicated that he has been attending a series of meetings regarding the proposed public health dental clinics. We are moving closer to having a confirmed dental site in Coldwater and in Three Rivers with the possibility of a fourth dental clinic site in Sturgis.

Flu Vaccination update – Steve voiced his concern about this year's state wide distribution of flu vaccine. Our agency ordered 7,000 doses for this season and received 3,000 doses for our district.

Strategic Planning Session for 2007 – Suggested using an outside facilitator to aid us in conducting our planning process. Hopefully we can plan this for after the February Board of Health meeting.

Mr. Swift moved to accept the Health Officer's report as presented supported by Mr. Pueschel. The motion carried.

The financial reports were next on the agenda – Donna Cowden reviewed the reports with the Board members present. Mr. Densmore moved to approve the financial reports submitted supported by Mr. Olney. The motion carried.

Area Agency on Aging – Mr. Todd reviewed the monthly reports with the members present in the absence of the Coordinator.

Prevention Services – Jennie Sholly reviewed the monthly statistics together with her monthly updates.

Community Health Promotion – John Robertson reviewed the monthly statistics with the Board members present.

Environmental Health – Rebecca Burns reviewed the monthly statistics with the members together with the Food Service report.

Committee Reports

Finance – Review of the October expenditures in the amount of \$282,315.18 were reviewed as well as the November expenditures in the amount of \$259,816.24 and it was moved to approve for payment by Mr. Olney supported by Mr. Pueschel. The motion carried.

Old Business

Nothing at this time

New Business

Mr. Olney moved to approve the proposed fee for new vaccine with support from Mr. Densmore. The motion carried.

Mr. Dunlap moved to approve the proposed fee increase in Environmental Health Services with support from Mr. Pueschel. The motion carried.

Executive Session

Moved to go into executive session to discuss personnel issue (Health Officer's evaluation) was moved by Mr. Dunlap supported by Mr. Swift – roll call vote taken.

Mr. Pueschel moved to resume the meeting supported by Mr. Olney. The motion carried. With no further business to be conducted the meeting was adjourned.

Next meeting will be on January 25th at 9:00 a.m. in the Coldwater office.

Respectfully Submitted by:
Maureen Petzko, BA