

BRANCH-HILLSDALE-ST.JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
MINUTES FROM THE
MAY 25, 2006 MEETING

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at approximately 9:00 a.m. by the Chairperson, Ken Lautzenheiser, with the following members present: Michael Dunlap, Brad Densmore, David Pueschel and Dale Swift.

Excused absences: Robin Baker and Rodney Olney

Also Present: Duke E. Anderson, Maureen Petzko, Donna Cowden, Laura Sutter, John Robertson, Steve Todd, Jennie Sholly, Michelle Liska, Steve Betterly, Jim Butler and Deborah Tooth

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

Mr. Dunlap moved to approve the minutes from the previous meeting supported by Mr. Pueschel. Mr. Densmore had a few grammatical corrections and asked for clarification on the issue regarding septic system replacements for homeowners. With these being discussed and noted. The motion carried.

Under Public Comment Duke Anderson introduced Jim Butler and Deborah Tooth from Michigan Department of Public Health who at this time shared the results of the 2006 Accreditation with the members present in his summary report. Discussion followed.

Communication

Duke Anderson, Health Officer, gave his monthly report to the members present. His report contained information on the Michigan Local Public Health Accreditation Review, 2006 Fiscal Michigan Department of Community Health Comprehensive Planning, Budgeting and Contracting Amendment #2, Strategic National Stockpile Full Scale Exercise that took place on May 16th and May 17th. Discussion followed. At this time a review of the proposed Budget Amendment took place and Mr. Anderson was pleased to announce that the reason for another budget amendment was due to the fact that the agency received additional monies. At this time Mr. Dunlap moved to approve the proposed Budget Amendment as presented and the Health Officer's report as presented with support from Mr. Pueschel. The motion carried.

The Financial Reports were reviewed with the members by Donna Cowden. Discussion took place and it was moved by Mr. Swift to approve the financial reports as presented supported by Mr. Densmore. The motion carried.

Area Agency on Aging

Laura Sutter, Coordinator, presented her monthly report to the members present. Question of anything new to discuss on the "Single Point of Entry" was asked and Laura indicated that no word has been received as of yet.

Prevention Services

Jennie Sholly reviewed the monthly statistics and also gave her updated Director's Report to the members present.

Community Health Promotion

John Robertson reviewed the monthly statistics and also gave his Director's Report to the members present.

Environmental Health

Steve Todd reviewed the monthly statistics with the members present as well as the Food Service Report.

Committee Reports

Finance Committee – Mr. Dunlap moved to approve the expenditures submitted for payment supported by Mr. Swift. The motion carried.

Program, Policy and Appeals – nothing at this time

Old Business

Nothing at this time

New Business

John Robertson distributed to the members present the 2005 Annual Report.

Mr. Lautzenheiser at this time read a letter from Mr. Anderson announcing his resignation as of August 4, 2006. Mr. Densmore regretfully and respectfully moved to accept the letter supported by Mr. Swift. The motion carried.

At this time Mr. Lautzenheiser moved to go into Executive Session with support from Mr. Swift. Roll call vote was taken and it was unanimously passed to do so.

Mr. Pueschel moved to reconvene the meeting supported by Mr. Densmore.

The meeting reconvened. Mr. Dunlap moved to publicize the announcement of the resignation of Duke Anderson and the Board's plan of action to advertise for this position. Support came from Mr. Densmore. Motion carried.

No other business therefore the meeting was adjourned.

The next meeting will be June 22, 2006 at 9:00 a.m. in the Coldwater office.

Respectfully Submitted by:

Maureen Petzko, BA
Secretary to the Board