

**BRANCH-HILLSDALE-ST. JOSEPH  
COMMUNITY HEALTH AGENCY**

**BOARD OF HEALTH  
MEETING MINUTES OF  
FEBRUARY 22, 2007**

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by the Chairperson, Dale Swift, at approximately 8:00 a.m. in the Coldwater office with the following members present:

Michael Dunlap, David Pueschel, Rod Olney, Ken Lautzenheiser, Robin Baker and Al Ringenberg

Also present: Steve Todd, Maureen Petzko, Donna Cowden, Jennie Sholly, John Robertson, Rebecca Burns, Laura Sutter, and Steve Betterly

Mr. Dunlap moved to approve the agenda as presented. Two additions were added (Executive Session and Trans fat) with these two additions Mr. Lautzenheiser moved to support and the motion carried.

Mr. Lautzenheiser moved to approve the minutes from the previous meeting with support from Mr. Pueschel. The motion carried.

Under Public Comment – there was nothing at this time

Abraham and Gaffney Certified Public Accounts presented the findings of the 2006 Audit. Discussion followed and Mr. Dunlap moved to accept and place on file the findings with support from Mr. Olney. The motion carried.

**Communication**

Steve Todd, Health Officer, updated the members of the Board on the state accreditation completion. Our agency has successfully met the accreditation requirements of the Michigan Public Health Institute.

The White House Office of Management and budget has given the WIC Program at the national level the highest ratings for a program because of the ambitious goals, well managed program and achieved results. WIC has had a positive impact on improving low birth weight and other key birth outcomes that have lead to savings in Medicaid costs.

Dental Clinic Updates – Our agency has continued to investigate the cost and long term responsibilities of operating public health dental clinics.

DEQ clean up grant – DEQ has announced that they have authorized \$550,000 to address environmental and public health hazards at the Butler Motor Speedway.

Mr. Dunlap moved to accept and place on file the Health Officer's Report supported by Mr. Olney. The motion carried.

Financial Reports – Donna Cowden reviewed the financial reports with the members present. Discussion followed and it was then moved by Mr. Olney to accept the report as submitted supported by Mr. Pueschel. The motion carried.

Area Agency on Aging – Laura Sutter reviewed the Coordinator's Report with the Board members present. Mr. Lautzenheiser moved to accept the report supported by Mr. Pueschel. The motion carried.

Prevention Services – Jennie Sholly reviewed the monthly reports and also presented an update for the members present.

Community Health Promotion – John Robertson reviewed the monthly reports along with his update with the Board members.

Environmental Health – Rebecca Burns reviewed the monthly statistics as well as the food service report with the Board of Health members. Discussion of GIS mapping for Meth labs in the three counties was discussed.

#### Committee Reports

The Finance Committee reviewed the expenditures submitted for payment. It was moved by Mr. Lautzenheiser to approve for payment supported by Mr. Pueschel. The motion carried.

Program, Policy and Appeals Committee – nothing at this time

#### Old Business

Nothing at this time

#### New Business

Discussion took place regarding Trans Fat.

The Investment Policy presented was reviewed and it was moved by Mr. Olney to approve supported by Mr. Lautzenhieser. The motion carried.

Mr. Lautzenhieser moved to reassign Al Ringenberg (Hillsdale County Commissioner) to the Board of Health and its committee. The motion was supported by Mr. Pueschel. The motion carried.

Mr. Dunlap moved to go into Executive Session to discuss Health Officer's evaluation support came from Mr. Olney. Roll call vote was taken and it was a unanimous vote to do so.

The meeting resumed with a motion by Mr. Ringenberg supported by Mr. Pueschel. The motion carried.

With no further business to be discussed, the meeting was adjourned and it was noted that the next meeting will be March 22, 2007 at 9:00 a.m. in the Coldwater office.

Respectfully submitted by:

Maureen Petzko, BA  
Secretary to the Board of Health