

BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY

BOARD OF HEALTH
MEETING MINUTES OF
JANUARY 25, 2007

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by the Health Officer, Steve Todd, at approximately 9:00 a.m. in the Coldwater office with the following members present:

Rodney Olney, Michael Dunlap, David Pueschel, Dale Swift, Ken Lautzenheiser and Gearldine Spieth

Excused Absent: Robin Baker

Also present: Maureen Petzko, Donna Cowden, Laura Sutter, John Robertson, Jennie Sholly, Rebecca Burns, Dr. Phillips, and Steven Betterly

Mr. Todd proceeded with introductions of those in attendance and welcomed all present.

Mr. Dunlap moved to adopt the ByLaws for 2007 supported by Mr. Pueschel. The motion carried.

Nominations for 2007 Chairperson were next on the Agenda. Each year the chair rotates from county to county and this year it is Branch County turn and Vice chairperson should be from St. Joseph County. Mr. Lautzenheiser moved to nominate Mr. Swift and support came from Mr. Pueschel. Nominations were closed and the motion carried.

Mr. Swift at this time took the Chair and the meeting continued.

Next on the agenda was the nomination for Vice Chair and it was moved by Mr. Lautzenheiser to nominate Mr. Pueschel. Support for this motion came from Dale Swift. The nominations closed and the motion carried.

Committee Assignments were made as follows:

Finance Committee: Lautzenheiser, Olney and Dunlap
Program, Policy and Appeals Committee: Pueschel, Baker and Spieth

It was moved by Mr. Lautzenheiser to approve the Agenda as presented supported by Mr. Dunlap. The motion carried.

Mr. Dunlap moved to approve the minutes from the previous meeting supported by Mr. Olney. The motion carried.

Under Public Comment – there was nothing

Communication

Financial Reports – Donna Cowden reviewed the prepared financial reports with the Board members present. Mr. Lautzenheiser moved to approve the reports as presented supported by Mr. Dunlap. The motion carried.

Health Officer's Report – Mr. Todd, Health Officer, reviewed with the members present his report which consisted of State Funding, Strategic Planning for 2007, Dental Clinics Update, Methamphetamine and the County Health Plan. Mr. Dunlap moved to accept and place on file the report supported by Mr. Pueschel. The motion carried.

Area Agency on Aging – Laura Sutter, Coordinator, reviewed her monthly report as well as introduced the newest members of her staff to those present. (Merideth Knox and Laura Brodt)

Prevention Services- Jennie Sholly, Director, reviewed the monthly statistics with the members present together with her monthly updates.

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

Environmental Health – Rebecca Burns, Director, reviewed the monthly service statistics as well as the food service report.

COMMITTEE REPORTS

The Finance Committee reviewed the expenditures submitted for approval for payment. Mr. Lautzenheiser moved to approve supported by Mr. Olney. The motion carried.

The Program, Policy and Appeals Committee – nothing this month

Old Business

Nothing at this time

New Business

Dr. Phillips gave his report at this time to the members of the Board.

The 2007 Personnel Policies were reviewed and Mr. Dunlap moved to approve with support from Mr. Pueschel. The motion carried.

The United Way Agreement was reviewed and discussed and it was moved by Mr. Dunlap to sign and submit supported by Mr. Pueschel. The motion carried.

With nothing further to discuss the meeting was adjourned, with a notation of the next month's meeting beginning at 8:00 a.m. in order to prepare for the Strategic Planning Session following that meeting.

Respectfully Submitted By:

Maureen Petzko, BA
Secretary to the Board of Health