

**BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
MINUTES FROM
SEPTEMBER 27, 2007**

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

David Pueschel, Al Ringenberg, Mike Dunlap, Ken Lautzenheiser, Robin Baker and Rod Onley

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

Mr. Dunlap moved to approve the agenda as presented with the deletion of Executive Session. Support for the motion came from Mr. Pueschel. The motion carried.

Mr. Pueschel moved to approve the minutes with support from Mr. Ringenberg. The motion carried.

Public Comment – nothing at this time

Communications

Health Officer's Report – Steve Todd, Health Officer, reported on the following:
County Health Plan – discussions are ongoing with the Executive of the County Health Plan. The health plan is proposing that the amount of reimbursement that we receive for enrollment/outreach and financial services that we provide is reduced by \$10,000 this year and \$10,000 next year. The County Health Plan is financial healthy and it is aggravating that we are having to fight for revenues that we have received since the plan was started.

Family Planning Program – On Monday October 1, 2007 the responsibility for providing Title X Family Planning services will shift to a new provider. Planned Parenthood of South Central Michigan will be providing the same family planning services that have been offered by our Agency. Arrangements have been made to provide PPSCM the use of our exam rooms so that our county residents will have access to these family planning services without having to travel out of the county.

Dental Clinics – Progress continues on the construction of the Public Health Dental Clinic in three Rivers. The expected opening of the dental clinics will be the first week of December. The contracts for our participation in the dental clinic are receiving their final review by our agency's attorney. Planning remains ongoing for a dental clinic location in Hillsdale and Coldwater.

Agency Items – As of October 1st we will only staff the Sturgis office on the days and hours that we are holding a clinic. In the past we have maintained staff in the building 5 days per week. By reducing the days and times that the office is open will allow us to operate more efficiently with our reduced staff.

We have terminated our rental contract with the Coldwater landlord for office space. The office space was being rented to house the SODON program a state funded diabetes education program which provided services for a 10 county area.

Flu clinics have started this week with the Hillsdale Fair and several off site clinics scheduled for October.

Invitation letters have been mailed to selected community leaders for our October 30 Healthy Communities meeting. The meeting will be held in the Coldwater office and will include people from all three counties.

Mr. Dunlap moved to accept and place on file the Health Officer's report with support from Mr. Ringenberg. The motion carried.

Financial Reports – Donna Cowden reviewed with the Board members the financial reports as prepared. Mr. Olney moved to approve the reports as prepared with support from Mr. Lautzenheiser. The motion carried.

Medical Director Comments – Dr. Phillips updated the members present on the proposed Public Health Foundation.

Area Agency on Aging – Laura Sutter, reviewed her Coordinator's report with the members present. Commission on Aging is not interested in funding the home improvement (home repair) allocations – Mr. Dunlap moved to accept and support this with support from Mr. Olney. The motion carried.

Southwest Michigan Long Term Care Connection contract for FY08 has been signed. The budget is higher than expected and planned for. Bad News is that despite our attempts to keep our current staff situated with the respective AAA's the state has demanded they be employed by the new entity by the end of December. Most likely a human resources contractor will be sought to develop new personnel policies, payroll, and benefit structure and other arrangements. Mr. Lautzenhesier would like the agency to draft a letter opposing this change and send it to all directors, county government, governor, and anyone else that could help change and make a difference. Support came from Mr. Olney. The motion carried.

Prevention Services – Jennie Sholly reviewed the monthly statistics with the members present. She also gave an update at this time.

Community Health Promotion - John Robertson reviewed the monthly reports with the members present as well. John also touched on the SODON Program, Tobacco coalition and the dog bites reported.

Environmental Health – Rebecca Burns reviewed with the members present the monthly statistics as well as the Food Service reports. Rebecca also discussed with the members the lead assessment charges. The environmental health department is wrapping up the campground inspections and swimming pool monitoring for the season. Rebecca also updated the members present on the food laws, Leondias water, Meth labs, an open well complaint, sewer line cut into and flowing onto the adjacent property and upcoming appeals.

Committee Reports –

Finance Committee – the expenditures were presented for payment in the amount of \$268,907.29 and Mr. Olney moved to approve with support from Mr. Pueschel. The motion carried.

Program, Policy and Appeals – a committee meeting has been scheduled for October 24, 2007, at 9:00 a.m. in the Coldwater office to hear two appeals.

Old Business – nothing at this time

New Business

The 2007-08 Proposed Budget was reviewed at this time. Discussion followed. Mr. Dunlap moved to adopt the proposed budget supported by Mr. Olney. The motion carried.

With no other business to be conducted the meeting was adjourned.

Respectfully Submitted By:

Maureen Petzko, BA
Secretary to the Board of Health