

BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
MEETING MINUTES
APRIL 24, 2008

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

Dale Swift, Al Ringenberg, David Pueschel and Rod Olney.

Absent: Ken Lautzenheiser and Robin Baker

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

At this time Rebecca Burns, Director of Environmental Health, introduced the two new staff members to the Board of Health.

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

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

Under Public Comment
There was nothing at this time

COMMUNICATION

Medical Director's comments – Dr. Phillips commented briefly to the members of the Board.

Health Officer's Report – Talk Early Talk Often

Steve Todd, Health Officer, advised the members of the Board regarding the past week our agency, in cooperation with the Sturgis Young and Families sponsored a 90 minutes workshop for parents to learn how to talk with their child about sex. 20 parents had pre-registered for the workshop. Reevaluation of the program will be evaluated and schedule another workshop.

Dental clinics

The Three Rivers Public Health dental clinics continue to expand its patient base. Currently there are a total of 1,345 active patients. Two additional dentists are scheduled to start working at the clinic a few days a week in combination with the current dentist. This will provide a staffing level of 2 dentists 5 days a week. The possibility of starting a

public health dental clinic in Hillsdale is being evaluated. Steve asked for cost estimates from MCDC, Inc., with regards to the start up costs.

Emergency Preparedness Drill (May 13th)

In order to practice our agency's capabilities of conducting a mass inoculation clinic, we will be simulating a vaccination clinic at the Bronson High School. With the cooperation of the Bronson School system, the students from the Jr. and Senior High School will be our practice patients. The goal of the exercise is to determine how many people we can vaccinate in a two hour period. We will be simulating vaccination; there will be no needles at the drill. Also being conducted on the same day will be a drill involving the EMT from Branch and ST. Joe counties. We will have an Administrative staff member at the Branch County EOC and the St. Joseph county EOC. It is hoped that we will be able to test the communication links from each EOC to our Bronson drill site.

Meeting with Representative Caswell

Our agency has been asked by the Michigan Association of Local Public Health to arrange a meeting with Rep. Caswell to discuss the need for increased financial support of Local Public Health through state funding. We had a very productive meeting with Rep. Caswell last Friday. The history of the flat state funding of public health over the past 7 years along with our concern about delayed State payment of billed services were discussed. I will be participating with two other Health Officers next month at the Michigan Department of Community Health budget hearings in Lansing.

Agency Fund Balance

This month's financial report is reflecting the use of the agency's fund balance to cover the start up costs, rent and equipment lease payment for the Three Rivers Dental Clinic. It is because of the healthy financial condition of this agency and the support of our Board of Health that we are in a position to use our resources to provide additional access to health care for the residents of our counties. What is the saying "Give and you shall receive"? We will be receiving a \$25,000 grant from the County Health Plan that is to be applied to our start up cost for the Three Rivers Dental Clinic.

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

FINANCIAL REPORTS

Donna Cowden, Director of Finance, reviewed the financial reports as presented with the members present. Donna commented that at the next Board meeting an Amended Budget will be presented for their review. Mr. Olney moved to accept and place on file the financial reports supported by Mr. Ringenberg. The motion carried.

Area Agency on Aging

Laura Sutter, Coordinator, reviewed her monthly report with the members present.

Prevention Services

Jennie Sholly, Director, reviewed the monthly statistics with the members present. Jennie Sholly also gave the Board an update on programs.

Community Health Promotion

John Robertson, Director, reviewed his monthly report with the members present.

Environmental Health

Rebecca Burns, Director, reviewed the service statistics report as well as the food service report with the members present. Rebecca Burns also reported on the meetings taking place for well drillers, soil classes and food classes being offered.

Committee Reports

Finance Report – the expenditures in the amount of \$306,366.19 were approved for payment as submitted by Mr. Olney with support from Mr. Swift. The motion carried.

Program, Policy and Appeals – Nothing at this time

Old Business

New Business

Other

At this time with no further business to be conducted, the meeting was adjourned. The next meeting will be May 22, 2008, at 9:00 a.m.

Respectfully Submitted By:

Maureen Petzko, BA
Secretary to the Board of Health