

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

The meeting was called to order at approximately 9:00 a.m. by the Chairperson, Mike Dunlap, with the following members present:

Dale Swift, Al Ringenberg, David Pueschel, Robin Baker, Ken Lautzenheiser and Rod Olney

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

Mr. Swift moved to approve the agenda as presented supported by Mr. Ringenberg. The motion carried.

Mr. Baker moved to approve the minutes from the previous meeting supported by Mr. Lautzenheiser. The motion carried.

Under Public Comment – nothing at this time

Communication-

Dr. Phillips, Medical Director, talked briefly on the latest updates regarding salmonella and peppers. Steve Todd, Health Officer, reviewed his report with the members present.

Bat Complaints – these past two weeks our agency has started to receive calls from the public regarding exposure to bats. The typical caller is reporting that either they or their child has been exposed to a bat inside the home. We have submitted five bats to the State laboratory for rabies testing in the past ten days. The most unsettling call was from the parent of a two year old child who had discovered the bat in the child's crib as the child was getting up from a nap. The discovery was made after business hours and the parent contacted our Agency through our after hours answering service. The bat tested negative for rabies. Bat exposures increase this time of year due to hot weather and it being the time of year when juvenile bats venture out of their roost. Just like teenage drivers they are not very adept at flying and end up in places that they should not be. The number of calls we have received this year is far below the number received last year when we had 5 bats in Hillsdale County, and 2 in St. Joseph that tested positive for rabies. Six percent of all bats tested in Michigan test positive for rabies. So far, all of the bats that we have submitted have come back after testing – negative.

Agency Budget Preparation – We are in the process of preparing the budget for the fiscal year 2008-09 which starts Oct. 1st. I have had brief preliminary meetings with the County Administrators from Branch and St. Joseph counties and have met with the Chairman of the Hillsdale County Finance committee to gather information as we develop our budget and submit our funding request to each County. The proposed State budget does not include any increased revenue that we had hoped to receive. This spring and early summer local public health departments conducted a number of education meetings with our State legislators. We were an active part of these educational meetings. There has been no increase to the amount of the Local Public Health Operation dollars distributed to county health departments for the past 12 years. We use these dollars to fund the State's mandated public health programs as required in the Public Health Code. The Code states that the State will pay for 50% of the cost of these programs. The State has not met that requirement for over 10-12 years. Due to the lack of support from the State, our revenue request that we will be submitting to each county will be asking for a 3% increase in County allocations. The local economy problems have already increased demand request for our health services and the WIC program. The county allocations will be needed as we cope with the increased operating costs of providing these services.

Capital Improvement Planning – the need for a structured capital improvement plan is an item that has been recommended by the administrative team during this year's budget planning process. Our Agency needs a more structured capital improvement plan so that building improvements, repairs and equipment replacement can be prioritized for a 5 year period. This plan will compliment our agency's Strategic Plan and will help us use and develop our resources efficiently. Board involvement with this capital improvement plan will be necessary.

Dental Clinics – As of July 10th the three Rivers Dental clinic has seen 1980 patients. The clinic now employs 2 full time dentists. This month starts their 6 month recall phase for patients on treatment plans. One of the goals of this clinic is to change the attitude of many individuals and get them involved with their oral hygiene. Now that the six month recall has begun, progress on improving oral hygiene can be measured.

Planning is still underway for the development of a clinic in Hillsdale County. The plan being discussed would involve a new shared building combining the health Department and the Dental clinic. I have a preliminary building plan and site layout that we are using to see if this project would be in the best interest of this Agency. Mr. Ringenberg moved to accept and place on file the Health Officer's Report supported by Mr. Swift. The motion carried.

The Financial Reports were reviewed by Donna Cowden with the members present. Mr. Olney moved to accept and place on file the reports as submitted supported by Mr. Pueschel. The motion carried.

Area Agency on Aging – Laura Sutter, Coordinator, reviewed her monthly Coordinator's Report with the Board members present.

Prevention Services – Jennie Sholly, Director, reviewed her monthly service statistics report and update with the Board members present.

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

Environmental Health Services – Rebecca Burns, Director, reviewed her monthly reports for services and food with the members present.

Committee Reports

Finance – The expenditures in the amount of \$242,852.12 were reviewed for payment. Mr. Swift moved to approve as presented supported by Mr. Ringenberg. The motion carried.

Program, Policy and Appeals – The members of this committee met earlier to discuss, review and recommend to the full board the proposed 2009 Salary Scale. Discussion followed and it was moved by Mr. Olney to approve the proposed salary scale with support from Mr. Baker. A roll call vote was taken and the motion carried. Mr. Swift voted no.

New Business

The Proposed Health Care Savings Plan Program was discussed and it was decided that this would be tabled until the next meeting to allow for more information to be gathered.

Old Business

The Annual Report county number population was corrected.

Other

Closed Session for the Health Officer's Evaluation was deferred to next month in order to summarize the evaluation forms.

With no further business to be discussed, the meeting adjourned.

Respectfully Submitted By:

Maureen Petzko, BA
Secretary to the Board